

NESHANNOCK CREEK WATERSHED JOINT MUNICIPAL AUTHORITY

Meeting Minutes

01/08/19

8:15 AM

ATTENDANCE

John Lechner, Robert Gregory, Matthew McConnell, Jerry Johnson, Patrick Suhrie, Dave Swartz, Walt Darraugh, Dan Goncz, Jim Riddle, Karen Shipton. List of others present available in the Authority office.

****The Meeting Opened with the Pledge to the U.S. Flag at 8:30 AM****

BOARD RE-ORGANIZATION

Mercer County Board Representative – A letter was received from Mercer County Chief Clerk Ann Morrison confirming the appointment of Commissioner Matthew McConnell to the Neshannock Creek Watershed Joint Municipal Authority Board by the Board of Mercer County Commissioners at their Thursday, 12/20/2018 meeting. The term is effective for (5) years beginning 1/8/2019 and ending on 1/1/2024.

Appointment of Officers

****A motion was made by Dave Swartz and seconded by Matthew McConnell to appoint Patrick Suhrie as Chairman. There were no further nominations and Dave Swartz moved that nominations be closed. Motion carried unanimously.***

****A motion was made by Walt Darraugh and seconded by Matthew McConnell to appoint Dave Swartz as Vice Chairman. There were no further nominations and Walt Darraugh moved that nominations be closed. Motion carried unanimously.***

****A motion was made by Dave Swartz and seconded by Walt Darraugh to appoint Robert Gregory as Secretary. There were no further nominations and Dave Swartz moved that nominations be closed. Motion carried unanimously.***

****A motion was made by Dave Swartz and seconded by Matthew McConnell to appoint Walt Darraugh as Treasurer. There were no further nominations and Matthew McConnell moved that nominations be closed. Motion carried unanimously.***

Appointment of Administrator

****A motion was made by Dave Swartz and seconded by Matthew McConnell to appoint Karen Shipton as Administrator. There were no further nominations. Motion carried unanimously.***

Monthly Meeting Dates

**A motion was made by Jerry Johnson and seconded by Walt Darraugh to hold monthly meetings on the 2nd Tuesday of each month. An amended motion was made by Jerry Johnson and seconded by Walt Darraugh to hold meetings on the following dates in 2019: 2/11; 3/12; 4/09; 5/14; 6/11; 7/09; 8/13; 9/10; 10/08; 11/12; 12/10. All meetings are held in the Commissioners Meeting Room at the Mercer County Courthouse and begin at 8:30AM. Amended Motion carried unanimously.*

Appoint Depository

**A motion was made by Robert Gregory and seconded by Matthew McConnell to appoint First National Bank as the Authority Depository. Motion carried unanimously.*

Appoint Engineering Firm

**A motion was made by Walt Darraugh and seconded by Dave Swartz to appoint Gannett Fleming, Inc. as the Authority Engineering Firm. Motion carried unanimously.*

Appointment of Solicitor

**A motion was made by Jerry Johnson and seconded by Walt Darraugh to appoint Roger Shaffer (Barr & Shaffer) as the Authority Solicitor at a cost of \$3500.00/2019 as a retainer and \$195.00/hour for liens. Motion carried. Matthew McConnell did not vote.*

Appointment of Newspaper for Advertising

**A motion was made by Jerry Johnson and seconded by Walt Darraugh to appoint The Record Argus as the Authority Newspaper source for the purpose of advertising. Motion carried. Matthew McConnell did not vote.*

*****END OF RE-ORGANIZATION*****

APPROVAL OF MINUTES FROM THE 12/11/18 MEETING AS PRESENTED

**A motion was made by Walt Darraugh and seconded by Robert Gregory to approve the minutes from the 12/11/18 meeting as presented. Motion carried. Matthew McConnell did not vote.*

PUBLIC COMMENT

None.

TREASURER'S REPORT

Balance as of 12/31/18: (FNB) \$158,777.84. Deposits: \$33,742.10. Payments: \$107,169.02.

NESHANNOCK CREEK WATERSHED JOINT MUNICIPAL AUTHORITY
INVOICES SUBMITTED FOR PAYMENT
1/08/2019

<u>PAYEE</u>	<u>SERVICE/PRODUCT</u>	<u>AMOUNT</u>
M. Davidson & Associates Inc.	Plant Operations	5624.00
M. Davidson & Associates Inc.	Sticker Placement/GP	280.00
M. Davidson & Associates Inc.	Sticker Placement/GP	750.00
M. Davidson & Associates Inc.	Grinder Pump Repair/Countryside	480.00
Cummins Sales and Service	Generator Maint. Agreement	2207.70
Penn Power	Electric/845 Perry Hwy.	339.68
Penn Power	Electric/835A Perry Hwy.	55.58
Penn Power	Electric/57 Thompson Rd.	38.47
Champion Energy Services	Electric/835A Perry Hwy.	55.47
Champion Energy Services	Electric/57 Thompson Rd.	92.86
Champion Energy Services	Electric/845 Perry Hwy.	2463.44
The Record Argus	Meeting Advertising	27.60
Advanced Contracting, Inc.	Manhole Repair/Schaffer Rd. & Butler Pike	1600.00
Plantation Park Campers Assoc.	Electric Reimb.	174.64
Tri-County Industries	Trash/845 Perry Hwy.	62.37
Tri-County Industries	Trash/57 Thompson Rd.	34.02
Tri-County Industries	Sludge Hauling	930.28
Gannett Fleming	Engineering Services/Through 12/28/2018	250.00
Selective Insurance	Insurance	20.00
USA Blue Book	Pumps, Hoses/Kits	287.90
Homer Sanitary	Pump/Jail/Countryside	675.00
Tepco	Mechanical Seal Kit E1 Lamp; Bayonet Base	49.21
LB Water	Valve	155.60
Pollu-Tech, Inc.	Pollu-Treat and Hydraulic Lift Gate	883.50
Findley Township	Reimb. For Administrative Services	3317.63
Ace fix-it Hardware	Maintenance Supplies	20.41
Total Invoices:		\$20,875.36

**A motion was made by Walt Darraugh and seconded by Dave Swartz to approve the treasurer's report as submitted and pay the bills submitted in the amount of \$20,875.36. Motion carried unanimously.*

ENGINEER'S REPORT

Thompson Rd. Pump Station – It was reported there was no change.

Pump Stations – Dan provided the average daily flow from each pump station and the number of edu's. Thompson Rd. averaged at 140 edu's and this number includes Plantation Park at 58 edu's. They are currently paying for 25 edu's. Karen will begin invoicing them for 58 edu's effective 1/31/2019 billing cycle.

Engineering Services Proposal – Attached to the Engineer's Report. It is 2-part: Monthly retainer and Municipal Wasteload Management Report. Dan will have this ready for the March meeting. The monthly retainer increased by \$25/month from 2018.

OPERATOR'S REPORT

For November, 2018. 77,000/gal day average daily flow. No sludge was hauled. The covers are on the clarifiers. The stickers have been placed on all the grinder pump panels (contact info. in case of emergency).

Christian Stevens - 8315 Lamor Rd. – Tray cable damaged. Karen invoiced the Stevens for the reimbursement.

OLD BUSINESS

- 1. Aqua Water** – Still no response from anyone at Aqua Water after several phone call and email attempts. Dan will attempt to contact.
- 2. Magee, Shawn & Jenna – 816 Mercer-G.C. Rd.** – Their pump went into alarm. Adam pulled the pump and installed a new one. The old one is at Tepco for repair. There has been no response from the letter we sent.
- 3. Diraimondo, Dennis – 8323 Lamor Rd.** – Roger Shaffer sent Mr. Diraimondo a letter on our behalf stating that his plan for payment was approved by the Authority board. A check for \$500.00 has been received so far. Pat Kelley will be sent out to inspect the connection and to ensure the old system was demolished.
- 4. Bell, David A. – 580 S. Erie St.** – House on the south side of Dairy Queen had been in alarm for a very long time. The pump was pulled and sent to Tepco for repair. Grit from the roof was found to be the reason for the malfunction. Mr. Bell has all of the downspouts tied into the lines. Mr. Bell will be sent an invoice for reimbursement and also a letter sent telling him to remove the downspouts that are connected to the grinder pump.
- 5. Jonathon Martin – 24 Clintonville Rd.** – Refused to sign a grinder pump. He will need to purchase the grinder pump and connect to the line. Pat Kelley verified that he was within the 150'. His property has been liened for nonpayment of tap fee and monthly user fees. He claims now he never knew anything about the sewer line being placed. Pat Kelley is meeting with him tomorrow.
- 6. Generator** - Generator at the interstate has been eating the sensor and is in the shop for repairs.

NEW BUSINESS

- 1. Emergency Operation Plan** – Karen needs time with Pat to go over the form and get it filled it out for USDA.
- 2. Dillon, William R. & Mary – 673 Pulaski-Mercer Rd.** – They own a home and a mobile home. The mobile home is gone. They have stopped paying the monthly bill. Karen will send them a letter and find out what their intentions are of putting a new home on the same site.

ADJOURNMENT

*A motion was made by Dave Swartz and to adjourn the meeting. Meeting adjourned at 9:32 AM.

Respectfully Submitted;

Karen B. Shipton
Administrator