

NESHANNOCK CREEK WATERSHED JOINT MUNICIPAL AUTHORITY

Meeting Minutes

6/11/2019

8:30 AM

ATTENDANCE

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

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

APPROVAL OF AGENDA

****A motion was made by Walt Darraugh and seconded by Dave Swartz to approve the agenda as presented. Motion carried unanimously.***

APPROVAL OF MINUTES FROM THE 5/14/2019 MEETING AS PRESENTED

****A motion was made by Walt Darraugh and seconded by Robert Gregory to approve the minutes from the 5/14/2019 meeting as presented. Motion carried unanimously.***

PUBLIC COMMENT

None.

TREASURER'S REPORT

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INVOICES SUBMITTED FOR PAYMENT

6/11/2019

<u>PAYEE</u>	<u>SERVICE/PRODUCT</u>	<u>AMOUNT</u>
M. Davidson & Associates Inc.	Plant Operations	5790.00
M. Davidson & Associates Inc.	Parts/Labor/Countryside Pump	
	Gas Reimb./Grinder Installation	1680.97
Gannett Fleming	Engineering Services/Through 5/24/2019	275.00
Plantation Park Campers Assoc.	Electric Reimb.	167.14
PA One Call System, Inc.	Monthly User Fee MAY/2019	30.40
Tri-County Industries	Trash/845 Perry Hwy.	62.37
Tri-County Industries	Trash/57 Thompson Rd.	34.02
Penn Power	Electric/845 Perry Hwy.	2005.10
Penn Power	Electric/835A Perry Hwy.	70.65
Penn Power	Electric/57 Thompson Rd.	99.91
Tepco	Maintenance/Supplies	1049.30
Ace fix-it Hardware of Mercer	Supplies	92.39
*Prothonotary of Mercer County	(2) Lien Removals (Seelbaugh & Burkhart)	15.00
Kappe Associates Inc.	Ballast	248.00
Selective Insurance	Quarterly Insurance Premium	2729.50
Homer Sanitary	Pump Tank/Thompson Rd.	250.00
Black, Bashor & Porsch, LLP	2018 Audit	7950.00
USDA	Loan 92/01	74,421.00
USDA	Loan 92/03	16,025.00
Total Invoices:		\$112,995.75

***Already Paid**

****USDA Payments to be paid in June/2019: Loan 92/01 and 92/03, in the amounts of \$74,421.00 and \$16,025.00 respectively will be automatically withdrawn from the account on file on June 17, 2019.**

***PENDING	Cummins Sales and Service	Repair Generator/Travel	1141.50
	Cummins Sales and Service	Repair Generator/Travel	4054.42

Walt reported that for the month of May, 2019, there were deposits of \$34,865.99. There were payments of \$11,150.15. Balance in the FNB Checking Account as of 5/31/2019: \$289,660.49.

**A motion was made by Dave Swartz and seconded by Jerry Johnson to approve the treasurer’s report and approve payment of the bills submitted. Motion carried unanimously.*

ENGINEER’S REPORT

Plantation Park – Dan Goncz reported that the average daily flow for May, 2019 was about 55 EDU’s and 46 EDU’s year-to-date for 2019. Dan will provide a summary on EDU’s (based on flow) for each of the pump stations at the next meeting.

Thompson Rd. Pump Station – Nothing else has been done at this pump station.

OPERATOR’S REPORT

10.87 Ton of sludge was hauled out in April, 2019.

Grinder pump call-outs, (including grease that was pumped at Talbot’s, Dairy Queen and Margarita King)

A letter will be sent out each year to the commercial customers regarding grease traps being cleaned out and providing proof to the Authority in a timely manner , and a letter to residential customers regarding the do’s and don’ts of grinder pump care.

OLD BUSINESS

1. Aqua Water Shut-Off Agreement – Matthew McConnell was to make contact. He was not present at this meeting and will report at the July 9, 2019 meeting.

2. Cummins Generator Invoices – We are waiting to hear back from Tom Scheutz regarding the revised invoice(s).

NEW BUSINESS

1. 2018 Audit – Norb Dietrich from Black, Bashor & Porsch, LLP was present to discuss the 2018 Audit. Norb briefly went over the report with the Board. No discrepancies were found. Each entity represented was presented with a copy of the audit to give their Secretary to keep on file. A copy is also filed in the Authority office.

2. Asset Reserve Accounts –Also, under the terms of the loan from USDA, the debt service reserve is required to have \$1,636.88 month deposited into a restricted account until the balance reaches the minimum of one annual payment or \$180,892. The short lived asset reserve is to have a monthly deposit of \$3,582.25 for the term of the loan. This account is to be used for repairs/replacements at the plant as needed only. Linda Thomas from RUS emailed this to me reminding us of the terms of our account. **A motion was made by Walt Darraugh and seconded by Robert Gregory to approve the opening of these (2) accounts. Motion carried unanimously.*

ADJOURNMENT

**A motion was made by Dave Swartz to adjourn the meeting.*

Meeting adjourned at 9:07 AM.

Respectfully Submitted;

Karen B. Shipton
Administrator