

NESHANNOCK CREEK WATERSHED JOINT MUNICIPAL AUTHORITY

Meeting Minutes

11/12/2019

8:30 AM

ATTENDANCE

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

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

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES FROM THE 10/8/2019 MEETING AS PRESENTED

****A motion was made by Walt Darraugh and seconded by Matthew McConnell to approve the minutes from the 10/8/2019 meeting as presented. Motion carried unanimously.***

PUBLIC COMMENT

None.

TREASURER'S REPORT

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INVOICES SUBMITTED FOR PAYMENT

11/12/2019

<u>PAYEE</u>	<u>SERVICE/PRODUCT</u>	<u>AMOUNT</u>
M. Davidson & Associates Inc.	Plant Operations	5790.00
Gannett Fleming	Engineering Services/Through 10/25/2019	275.00
Plantation Park Campers Assoc.	Electric Reimb.	137.50
PA One Call System, Inc.	Monthly User Fee Oct./2019	2.55
Tri-County Industries	Trash/845 Perry Hwy.	66.74
Tri-County Industries	Trash/57 Thompson Rd.	36.40
Penn Power	Electric/845 Perry Hwy.	2247.31
Penn Power	Electric/835A Perry Hwy.	63.51
Penn Power	Electric/57 Thompson Rd.	94.42
Ace fix-it Hardware of Mercer	Supplies	133.91
FNB Commercial Credit Card	Gasoline/Paper Prods./Mineral Oil/1 st Aid	471.27
Homer Sanitary	Pump Tank/Thompson Rd	260.00
J.H. Reiter Fire Extinguisher Service	Annual Fire Ext. Inspection	40.00
Powell Sanitation & Construction	Pumped/Cleaned Interstate Pump Stat.	1050.00
Flow Media, Incorporated	(1) Day of Callibration of Flow Meters	500.00
Barr and Shaffer, Attorneys at Law	Solicitor Fees (2 nd Half of 2019 Retainer)	1750.00
Tepeco Trombold Equipment Co.	E1 Cover/Gasket Assembly	157.87
Asset Reserve/Restricted Account	Monthly Transfer	1636.88
Short Lived Asset Account	Monthly Transfer	3582.25
Total Invoices:		\$13,076.48
Total Transfers:		\$ 5,219.13
Total Payments:		\$18,295.61

Walt reported that for the month of October, 2019, for the General Account, beginning balance was \$270,593.72. There were deposits of \$36,548.51. There were payments of \$21,120.02. Balance in the FNB Checking Account as of 10/31/2019: \$286,022.21.

Walt also reported that the bank statements for the two new (Short Lived Asset Account and Asset Reserve Restricted Account) have started and they were on their way.

Karen gave a breakdown of the credit card invoice.

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

ENGINEER'S REPORT

Flow Summary – The flows for a maximum three month average year-to-date at the plant has been 94,000/gal/per day. We have approximately 56,000/gal/per day on an average daily basis reserve capacity less the customers who have not connected yet.

Plantation Park – They have averaged 58 EDU's year-to-date.

2020 Budget – Dan reviewed the proposed budget.

**A motion was made by Walt Darraugh and seconded by Robert Gregory to approve the budget for 2020 as presented. Motion carried unanimously.*

M. Davidson & Associates, Inc. -- **A motion was made by Walt Darraugh and seconded by Matthew McConnell to accept the (5) year proposal for plant operations effective 1/1/2020 as presented. Motion carried unanimously.*

Gannett Fleming Proposal/2020 - **A motion was made by Matthew McConnell and seconded by Dave Swartz to accept the proposal for engineering services from Gannett Fleming effective 1/1/2020-12/31/2020. Motion carried unanimously.*

OPERATOR'S REPORT

Dan reported that the permit limits were met. The drying beds were poured. No sludge was removed. The UV system was cleaned. The disinfection system was disinfected.

Several PA One Calls were made.

There is a utility meeting on 11/19 at 10AM for a bridge replacement on RT19 by Bissett's. Dan will attend this.

OLD BUSINESS

Road Issue/Release of Bond Request – RAR Engineering Group – No action taken.

NEW BUSINESS

Coolspring Comfort Inn/Burger King – Burger King has shown that they are cleaning their grease trap on a monthly basis. The issue is coming from Coolspring Comfort Inn. There was discussion on raising their rate adding the \$6.00/edu surcharge for improperly shredded material.

**A motion was made by Dave Swartz and seconded by Matthew McConnell to send Coolspring Comfort Inn a letter informing them of this additional \$6.00/edu charge effective Jan/2020. Motion carried unanimously.*

2020 Board Member Appointee – Karen will notify the municipality(s) that need to re-appoint for the new term beginning in January/2020.

ADJOURNMENT

**A motion was made by Walt Darraugh to adjourn the meeting.*

Meeting adjourned at 9:23 AM.

Respectfully Submitted;

Karen B. Shipton
Administrator