

NESHANNOCK CREEK WATERSHED JOINT MUNICIPAL AUTHORITY

Meeting Minutes

May 12, 2020

8:30AM

*****Due to COVID-19 Restrictions, the Meeting was Held via Webex***
A Sign Notifying the Public was Placed on the Courthouse Entrance Door**

ATTENDANCE

Patrick Suhrie, Robert Gregory, Matthew McConnell, Dave Swartz, Walt Darraugh, Beth Hillmar, Karen Shipton, Dan Goncz, Jim Riddle.

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

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES FROM THE 4/14/2020 MEETING AS PRESENTED

****A motion was made by Walt Darraugh and seconded by Dave Swartz to approve the minutes from the 4/14/2020 meeting as presented. Motion carried unanimously.***

PUBLIC COMMENT

None.

TREASURER'S REPORT/PAYMENT OF BILLS SUBMITTED

General FNB Account: Beginning balance as of 3/31/2020: \$286,917.88. There were (6) Deposits in the amount of \$30,853.44. There were (23) Debits in the amount of \$19,420.03. Ending balance as of 4/30/2020: \$298,351.29.

Asset Reserve Restricted FNB Account: Beginning balance as of 3/31/2020: \$11,458.16. There was (1) transfer in the amount of \$1636.88. Ending balance as of 4/30/2020: \$13,095.04

Short Lived Asset Reserve FNB Account: Beginning balance as of 3/31/2020: \$25,075.75. There was (1) transfer in the amount of \$3582.25. Ending balance as of 4/30/2020: \$28,658.00.

***Statements All Balance**

NESHANNOCK CREEK WATERSHED JOINT MUNICIPAL AUTHORITY
INVOICES SUBMITTED FOR PAYMENT
5/12/2020

PAYEE	SERVICE/PRODUCT	AMOUNT
M. Davidson & Associates Inc.	Plant Operations	6227.00
Gannett Fleming	Engineering Services/Through 4/24/2020	275.00
Plantation Park Campers Assoc	Electric Reimb.	162.21
PA One Call System, Inc.	Monthly User Fee April/2020	10.35
Tri-County Industries	Trash/845 Perry Hwy.	66.74
Tri-County Industries	Trash/57 Thompson Rd.	36.40
Penn Power	Electric/845 Perry Hwy.	2112.12
Penn Power	Electric/835A Perry Hwy.	119.19
Penn Power	Electric/57 Thompson Rd.	121.38
Selective Insurance Co.	Insurance/Late Fee	20.00
Homer Sanitary	Pump Tank/Countryside & Jail	430.00
Findley Township	Reimb. For 2 Filing Cabinets	1105.60
Tepco Trombold Equip. Co. Inc.	Annual Telemetry Service	2400.00
FNB Commercial Credit Card	Mineral Oil	60.86
Ace fix-it Hardware of Mercer	Fasteners/Rope	10.22
Aqua-Fix	Foam Buster/Quik-Zyme L.	619.15
USPS/Postmaster	Sending Liens to Customers	180.70
Asset Reserve/Restricted Account	Monthly Transfer	1636.88
Short Lived Asset Account	Monthly Transfer	3582.25
Total Invoices:		\$20,802.96
Total Transfers:		\$ 5,219.13
Total Payments:		\$26,022.09

**A motion was made by Beth Hillmar and seconded by Matthew McConnell to approve the treasurer's report as presented and pay the bills as submitted above. Motion carried unanimously.*

ENGINEER'S REPORT

There was a drop in both the edu's and the flow, most likely due to Covid-19.

Bridge Relocation on SR19 Below Bissetts Chevrolet – Dan did receive the information he needed from PennDOT regarding the re-location of the sewer line. The line has to be dropped to a depth below elevation eleven hundredth and eleven. He will obtain (3) quotes for us on the cost to move the line. The project is scheduled for this time next year.

Matthew McConnell that the drop in edu's and flow also likely was due to a drop in the jail population.

OPERATIONS REPORT

The plant met all of the effluent limits for the month of March/2020.

Nothing out of the ordinary was reported.

About 1400T of sludge was removed.

There were (2) grinder pump call outs. (1) at the Bible Baptist Church which was replaced with a new pump, and (1) on S. Shenango St., which was running on alarm.

**A motion was made by Beth Hillmar and seconded by Walt Darraugh to accept the Engineer's and Operators Reports as presented. Motion carried unanimously.*

OLD BUSINESS

Customers Delinquent >\$7,000.00 – Solicitor Roger Shaffer will attend our 6/9/2020 meeting to discuss options of what we are able to do with customers owing \$7000.00 and up.

2019 Audit – The audit is complete. Amanda, the auditor from Maher/Duessel said when she gets back into the office, she will print and send Karen a final copy. Karen will then make copies for each municipal entity and distribute them.

NEW BUSINESS

Aqua Water Service Termination Agreement – We have a new contact, Zach Martin, from Aqua Water. He provided a Service Termination Agreement template for our review.

**A motion was made by Dave Swartz and seconded by Walt Darraugh to forward this agreement template to Authority Solicitor Roger Shaffer for review. Motion carried unanimously.*

June 9, 2020 Meeting - **A motion was made by Beth Hillmar and seconded by Dave Swartz to hold the 6/9/2020 meeting in the Commissioner's Meeting Room at the Mercer County Courthouse as previously advertised. Motion carried unanimously.*

ADJOURNMENT

**A motion was made by Beth Hillmar and seconded by Dave Swartz to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 8:51AM.*

Respectfully Submitted;

Karen B. Shipton
Administrator