

NESHANNOCK CREEK WATERSHED JOINT MUNICIPAL AUTHORITY

Meeting Minutes
December 14, 2021
8:30 AM

ATTENDANCE

Robert Gregory; Matthew McConnell; Patrick Suhrie; Clifford Hughes; Karen Shipton; Dan Goncz; Jim Riddle.
A list of visitors is on file in the administrator's office.

****The Meeting Opened with the Pledge to the U.S. Flag at 8:37AM****

APPROVAL OF THE AGENDA AS PRESENTED

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

APPROVAL OF MINUTES FROM THE 11/09/2021 MEETING AS PRESENTED

****A motion was made by Matthew McConnell and seconded by Robert Gregory to approve the minutes from the 11/09/2021 meeting as presented. Motion carried unanimously.***

PUBLIC COMMENT

None.

TREASURER'S REPORT

*In Treasurer Walt Darraugh's absence, Karen Shipton presented the following report:

General Account: Beg. Balance as of 10/30/2021: \$289,202.29. (5) Deposits: \$47,216.72. (13) Debits: \$13,479.19. Ending Balance as of 11/30/2021: \$322,939.82.

Short Lived Asset Reserve Account: Beg. Balance as of 10/30/21: \$93,138.50. (1) Deposit: \$3582.25. Ending Balance as of 11/30/2021: \$96,720.75.

Asset Reserve Restricted Account: Beg. Balance as of 10/30/2021: \$42,558.88. (1) Deposit: \$1636.88. Ending Balance as of 11/30/2021: \$44,195.76.

NESHANNOCK CREEK WATERSHED JOINT MUNICIPAL AUTHORITY
INVOICES SUBMITTED FOR PAYMENT
12/14/2021

<u>PAYEE</u>	<u>SERVICE/PRODUCT</u>	<u>AMOUNT</u>
M. Davidson & Associates Inc.	Plant Operations/Service Call Repairs	6427.00
M. Davidson & Associates Inc.	Cleaning the Jail Bar Screen/Multiple Days	400.00
M. Davidson & Associates Inc.	Countryside Pump Repair/8/19/21	240.00
Gannett Fleming	Eng. Svcs. Mech Barscreen Project	942.00
Plantation Park Campers Assoc.	Electric Reimb.	106.19
Tri-County Industries	Trash/845 Perry Hwy.	76.41
Tri-County Industries	Trash/57 Thompson Rd.	41.68
Penn Power	Electric/845 Perry Hwy.	2004.60
Penn Power	Electric/835A Perry Hwy.	102.46
Penn Power	Electric/57 Thompson Rd.	84.29
PA One Call System, Inc.	Monthly User Fee	2.55
Tepco Trombold Equipment Co.	E1 Extreme 75ft Cable/Panel	998.14
Homer Sanitary	Pump Tank/Countryside	175.00
Ground Tech Inc.	Vacuum Service/Box Rental	2400.00
USA Blue Book	Flags	65.45
Ben Miller Tarps	Tarp Placement	200.00
<u>PAYEE</u>	<u>SERVICE/PRODUCT</u>	<u>AMOUNT</u>

Cummins Sales & Service	Yearly Maint. Agreement	2293.04
Ace fix-it Hardware	Maint./Repair Supplies	116.67
USDA Loan 92/01	Bond Payment	74,421.00
USDA Loan 92/03	Bond Payment	16,025.00
Asset Reserve/Restricted Account	Monthly Transfer	\$1636.88
Short Lived Asset Account	Monthly Transfer	\$3582.25
Total Invoices:		\$107,121.48
Total Transfers:		\$ 5,219.13
Total Payments:		\$112,340.61

**A motion was made by Clifford Hughes and seconded by Matthew McConnell to approve the treasurer's report and approve the payment of bills submitted as presented. Motion carried unanimously.*

ENGINEER'S REPORT

Dan stated that regarding the flows listed on the front of the report, don't mind the data for the wastewater treatment plant, the meter was out part of July through September. He will be estimating flows for the Wastewater Management Report due out in March 2022.

Thompson Rd. Pump Station – Dan is working on the most cost effective method and trying to be able to put the screen in the chamber, looking at the best ways to fix the problem while keeping the cost to a minimum.

2022 Annual Budget – **A motion was made by Matthew McConnell and seconded by Clifford Hughes to approve adoption of the 2022 budget as presented and send a copy to USDA as per our bond requirement. Motion carried unanimously.*

OPERATOR'S REPORT

Dan reported that the plant operated within its effluent limits. The flows seemed to be a little high.

Sludge removed was 49,500/gal.

There were (3) grinder pump call outs.

OLD BUSINESS

None.

NEW BUSINESS

Gannett Fleming, Inc. Proposal for Engineering Services/2022 - **A motion was made by Robert Gregory and seconded by Matthew McConnell to approve the proposal as presented from Gannett Fleming, Inc. for engineering services in 2022 at a cost of \$6600.00 and includes the Wastewater Management Report, general consultation, meeting attendance. Motion carried unanimously.*

2022 Meeting Dates/Time/Location - **A motion was made by Pat Suhrie and seconded by Clifford Hughes to set the following dates for monthly meetings for NCWJMA in 2022: Tuesday, 1/11; 2/8; 3/8; 4/12; 5/10; 6/14; 7/12; 8/9; 9/13; 10/11; 11/8; 12/13, all meetings starting at 8:30am and being held in the County Commissioner's Board Room at the Mercer County Courthouse, Mercer, PA. Motion carried unanimously.*

Maher Duessel Auditor Engagement Letter for 2022 – No action necessary as we are already under contract. The letter needs signed by the Chairman, Pat Suhrie.

ADJOURNMENT

**A motion was made by Pat Suhrie and seconded by Clifford Hughes to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:20 AM.*

Respectfully Submitted;

Karen B. Shipton
Administrator