

NESHANNOCK CREEK WATERSHED JOINT MUNICIPAL AUTHORITY

Meeting Minutes

January 10, 2023

8:30 AM

ATTENDANCE

Pat Suhrie; Dale Bestwick; Clifford Hughes; Matthew McConnell; Robert Gregory; Dan Goncz; Jim Riddle; Karen Shipton.

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

*Karen Shipton stated that the meeting was being recorded.

BOARD RE-ORGANIZATION

Re: Resignation from Walt Darraugh as Coolspring Township Board Member and Treasurer

****A motion was made by Robert Gregory and seconded by Matthew McConnell to accept the board resignation of Walt Darraugh. Yes/Pat Suhrie; Dale Bestwick; Clifford Hughes; Robert Gregory. No/Matthew McConnell. Motion carried.***

Re: Coolspring Township Board Representative - **A motion was made by Matthew McConnell and seconded by Robert Gregory to accept the letter submitted from Coolspring Township appointing Dale Bestwick as their NCWJMA board representative. Motion carried unanimously.*

Re: Appointment of Officers - **A motion was made by Dale Bestwick and seconded by Pat Suhrie to keep the current slate of officers for 2023 as follows:*

Chairman – Patrick J. Suhrie

Vice Chairman – Dave Swartz

Secretary – Robert Gregory

Treasurer – Matthew McConnell

Yes/Pat Suhrie; Dale Bestwick; Clifford Hughes; Robert Gregory. Matthew McConnell abstained.

Re: Appointment of Administrator - **A motion was made by Matthew McConnell and seconded by Robert Gregory to re-appoint Karen Shipton as administrator for 2023. Motion carried unanimously.*

Re: Appoint Depository - **A motion was made by Matthew McConnell and seconded by Dale Bestwick to re-appoint First National Bank as our depository for 2023. Motion carried unanimously.*

Re: Appoint Engineering Firm - **A motion was made by Matthew McConnell and seconded by Dale Bestwick to re-appoint Gannett Fleming, Inc. as our engineering firm for 2023. Motion carried unanimously.*

Re: Appointment of Solicitor - **A motion was made by Matthew McConnell and seconded by Robert Gregory to re-appoint Roger Shaffer of Barr and Shaffer as our solicitor for 2023. Motion carried unanimously.*

Re: Appointment of Newspaper for Advertising - *A motion was made by Robert Gregory and seconded by Matthew McConnell to re-appoint The Record Argus as our media for advertising for 2023. Motion carried unanimously.

*****End of Re-Organizational Meeting*****

APPROVAL OF MINUTES FROM THE 12/13/2022 MEETING AS PRESENTED

**A motion was made by Matthew McConnell and seconded by Robert Gregory to approve the minutes from the 12/13/2022 meeting as presented. Motion carried unanimously.*

PUBLIC COMMENT

None.

TREASURER'S REPORT

3:04 PM

01/09/23

Accrual Basis

**Neshannock Creek Watershed Joint Mun. Auth.
Expenses by Vendor Summary
December 2022**

| | Dec 22 |
|---|--------------------|
| Ace fix-it Hardware | 38.09 |
| Davidson, M. & Associates, Inc. | 7,147.00 |
| Gannett Fleming, Inc. | 300.00 |
| NAPA Mercer | 75.98 |
| Penn Power /57/Acct. 577 | 121.37 |
| Penn Power/835A/Acct. 502 | 109.02 |
| Penn Power/845/Acct. 628 | 2,382.09 |
| Plantation Park Camper's Assoc. | 155.88 |
| Rains(Minner), Melissa | 144.00 |
| Record Argus, The | 41.80 |
| Tri-County Industries, Inc./57 | 51.97 |
| Tri-County Industries, Inc./845 Perry Hwy | 95.28 |
| TOTAL | 10,662.48 |
| Transfer Asset Reserve Restricted Account | 1636.88 |
| Transfer Short Lived Asset Reserved Account | 3582.25 |
| Total Payments: | \$15,881.61 |

*Karen Shipton reported the following: The signers for the bank accounts are now: Patrick J. Suhrie; Dave Swartz and Matthew McConnell.

General Account: Last Statement (12/01/2022) Balance: \$284,441.45. (6) Deposits of \$35,030.81 and (15) Disbursements of \$113,177.83. Balance as of 12/30/2022: \$206,294.43.

Asset Reserve Restricted Account: Last Statement (12/01/2022) Balance: \$63,838.33. One Transfer: \$1636.88. Balance as of 12/30/2022 : \$65,475.21.

Short Lived Asset Reserve Account: Last Statement (12/01/2022) Balance: \$139,707.76. One Transfer: \$3582.25. Balance as of 12/30/2022 : \$143,290.01.

All accounts balance and were reconciled. Karen stated she had copies of all bank statements and invoices

should anyone like to review them.

****A motion was made by Dale Bestwick and seconded by Clifford Hughes to approve the treasurer's report and the payment of bills for December 2022 as presented. Motion carried unanimously.***

ENGINEER'S REPORT

Dan Goncz showed the flows at the facility for the year, with Plantation Park now being at 49 edu's. Average daily flow at the plant was 111,000 gal/day.

Thompson Rd. Pumpstation – The electrical contractor will be there this week to see what equipment will be needed. \$12,649.32 – Penn West Specialized Contracting payment request was received. Dan asked for more information which they provided.

****A motion was made by Robert Gregory and seconded by Matthew McConnell to approve payment of this request at 4.9% of completion. Motion carried unanimously.***

Karen will contact Lee Ann at the courthouse to request the funds from the ARPA monies to pay this invoice.

New PSP Barracks – Nothing new at this point other than Dan spoke with their engineer on what is needed.

Gannett Fleming, Inc. Contract for Engineering Services 2023 – Gannett Fleming, Inc. was already appointed as engineering firm for 2023. Costs are \$3500.00 for the annual report that is due 3/31 of each year and \$400/month as a retainer. ****A motion was made by Matthew McConnell and seconded by Clifford Hughes to approve the contract provided by Gannett Fleming, Inc. for 2023. Motion carried unanimously.***

OPERATOR'S REPORT

The plant operated within its effluent limits throughout the month of November/2022.

Flow was 69,000/day. The plant operated within its permit limits.

Tri-County Industries hauled 9.6Ton of sludge in November.

Sludge bed was poured.

Cleaning was done (2) times a day on the weekend at the jail barscreen.

There was (1) grinder pump replaced.

OLD BUSINESS

Purchase of a Snow Blower - ****A motion was made by Dale Bestwick and seconded by Robert Gregory to move this purchase to the next month to obtain more information. Motion carried unanimously.***

NEW BUSINESS

Resolution 01-2023/Fee Schedule Resolution - ****A motion was made by Matthew McConnell and seconded by Dale Bestwick to approve Resolution 01-2023/Fee Schedule for 2023. Motion carried unanimously.***

ADJOURNMENT

**A motion was made by Matthew McConnell and seconded by Clifford Hughesw to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 8:55AM.*

Respectfully Submitted;

Karen B. Shipton
Administrator