

NESHANNOCK CREEK WATERSHED JOINT MUNICIPAL AUTHORITY

Meeting Minutes

June 13, 2023

8:00 AM

ATTENDANCE

Board: Dale Bestwick; Dave Swartz; Matthew McConnell; Patrick Suhrie; Clifford Hughes; Robert Gregory.
Guests: Jim Riddle (M. Davidson Associates)
Administrator: Karen B. Shipton.

The Meeting Opened with the Pledge to the U.S. Flag at 8:00AM

Karen stated that the meeting was being recorded

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES FROM THE 5/9/2023 MEETING AS PRESENTED

****A motion was made by Matthew McConnell and seconded by Clifford Hughes to approve the minutes from the 5/9/2023 meeting as presented. Motion carried unanimously.***

PUBLIC COMMENT

None.

TREASURER'S REPORT

Karen reported that in June 2023 there will be (2) payments automatically withdrawn from our General Acct., paid to USDA for our bi-annual loan payments 92/01 and 92/03 in the amounts of \$74,421.00 and \$16,025.00 respectively will occur on 6/17/2023. These will appear on next month's report.

Short Lived Asset Reserve Account: Last Statement (4/29/2023) Balance: \$157,619.01. One Transfer: \$3582.25. Balance as of 5/31/2023 : \$161,201.26.

Asset Reserve Restricted Account: Last Statement (4/29/2023) Balance: \$72,022.73. One Transfer: \$1636.88. Balance as of 5/31/2023 : \$73,659.61.

General Account: Last Statement (4/29/2023) Balance: \$276,001.98. There were (15) debits of \$187,568.19. There were (9) deposits of \$195,621.84. Balance as of 5/31/2023: \$284,055.63.

*A copy of the invoices to be paid is attached at the end of this report.

*All invoices and reconciled bank statements are available for review.

****A motion was made by Matthew McConnell and seconded by Robert Gregory to accept the treasurer's report as presented and to approve payment of the invoices submitted. Motion carried unanimously.***

ENGINEER'S REPORT

In Engineer Dan Goncz's absence, Karen read reports submitted by Dan.

Thompson Re. Pumpstation - The pumpstation is nearing completion with final ancillary work remaining. The equipment start up was performed on 6/7/23. There will be a final inspection and

preparing a final punch list in June/2023. Dan is recommending approval for the following invoices for the project:

PennWest Specialized Services Payment Request #3: \$70,006.68.

Penn Ohio Electrical Payment Request #2: \$16,900.20.

There was a comment in the report that they are still holding a 10% retainage (no ending date was given).

**A motion was made by Dave Swartz and seconded by Robert Gregory to approve payment of \$70,006.68 Payment Request #3 for PennWest Specialized Services. Motion carried unanimously.*

**A motion was made by Matthew McConnell and seconded by Robert Gregory to approve payment of \$16,900.20 Payment Request #2 for Penn Ohio Electrical. Motion carried unanimously.*

To facilitate access in/out of the new screening facility, Gannett Fleming, Inc. is recommending that the Authority consider adding an additional gate. It is a good idea to have that access from Thompson Rd. as well as the parking area. A quote was received in the amount of \$1437.50.

**A motion was made by Matthew McConnell and seconded by Dale Bestwick to approve the additional payment of \$1437.50 for the additional man-gate and labor to install it to PennWest Specialized Services. Motion carried unanimously.*

SR19/I-80 Interchange NE Quadrant – On May 31, 2023 there was a discussion with the developer of the referenced property regarding the location of the authority sanitation sewage facilities. They will provide additional information as plans to develop the property move forward. Dan stated that he included this in his report because the potential sewage needs for the overall property development I don't have specific information yet.

PA State Police Barracks – May 31, 2023 Dan met with their developer. He indicated that we have not yet received design drawings for the proposed sanitary sewer line extension. On June 1, 2023 we received design drawings and the PennDOT Highway Occupancy Permit Application for the proposed sewer line extension. The property owner is going to drop off a check in the amount of \$1000 to cover the cost of Gannett Fleming, Inc.'s review of the sewer line drawings. Once the check is received and an email authorizing Gannett Fleming, Inc. to perform the review, that will move forward.

SR2014 Bridge Replacement over Coolspring Creek – On May 5/22/2023 Dan met with representatives of PennDOT's design team to evaluate the need to relocate the Authority's pressure sewer lines in the area of the proposed bridge replacement. At this time, we do not see a need to relocate any sewage facilities. On 5/31/2023 PennDOT confirmed that they are giving the sewage facilities a "protect in place" status during construction.

OPERATOR'S REPORT

In Engineer Dan Goncz's absence, Karen read report submitted by Dan.

The treatment plant produced a good quality effluent discharge throughout the month of April/2023.

All parameters were within the NPDES permit limits. The permit license fee is due in September/2023 but we are going to pay it now. The permit doesn't expire until 2024 but it needs paid a year in

advance. It appears on the current treasurer's report in the amount of \$1000.

The average daily flow for the month of April/2023 was .063/gpd.

Cleaned the grit out of the headworks, hosed down the clarifiers, drained and cleaned the ultra violet disinfection system, drained and cleaned the sump pit.

Tri-County Industries, Inc. hauled out 8.20/ton of sludge on 4/14/2023.

Poured sludge drying beds #1 & #3.

Cleaned drying bed #2.

Cleaned the flowmeter. Checked the oil, greased and cleaned the air filter on the blowers.

Plant discharge monitoring report for the month of April/2023 was complete and sent to the Authority, Gannett Fleming, Inc. and PA DEP.

Decant 16,000 of clear water off the digesters. Cleaned the restroom, the chemical room, the electrical room and the blower room.

Marked and responded to PA One Calls.

Daily routines of analytical testing, plant inspections, skimming the tanks, taking readings are daily tasks that are not in this report.

The pumping stations operated properly during April/2023.

We continued cleaning the barscreen at the Mercer County Jail 2X day on the weekends. The new screening unit was placed into service at the Thompson Rd. pumpstation on 4/7/2023.

There were no grinder pump callouts for April/2023.

Plant Operator Jim Riddle reported that Big Mac Sealcoating, the company who sealcoated the driveway (2) years ago sent us a notice it's time to seal it again. Jim thought it was around \$3500.00 back in 2021. Karen will check out the actual price. Jim will ask for a current price and get another quote to compare.

The flowmeter we have is a temporary while they are fixing the old one. The temporary one has now gone bad also.

The man we have cleaning the barscreening cleaning on the weekends is asking if we still need to have him perform the cleanings. There is an alarm system. There is a maintenance agreement quote that will be sent via email to Karen from WC Weil.

Pat Suhrie stated that the insurance adjustor was down looking at the drying bed roof. We have a \$1000 deductible. The quote came up to around \$1065.00. He was looking for other ways to review this and he found that the sludge drying bed is not on our policy. There was discussion on checking with Dan Goncz about replacing the roof on the drying bed area with treated lumber so it doesn't rot.

Karen will look into this.

Karen handed out our Annual Audit for 2022 performed by Maher Duessel. Each municipality and Mercer County were also provided copies via email. The board advised Karen to send a copy to our Solicitor Roger Shaffer for review.

Matthew McConnell suggested that after we complete the barscreen project that perhaps we should start meeting every other month. There was discussion regarding this but no decision made.

ADJOURNMENT

**A motion was made by Robert Gregory and seconded by Dave Swartz to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:16am.*

Respectfully Submitted;

Karen B. Shipton
Administrator