

NESHANNOCK CREEK WATERSHED JOINT MUNICIPAL AUTHORITY

Meeting Minutes

January 14, 2025

8:00 AM

ATTENDANCE

Robert Gregory; Pat Suhrie; Clayton Yanak (E. Lack. Twp. Supervisor); Dave Swartz; William Finley, Jr.; Jim Riddle; Paul Valahy; Karen Shipton; Dan Goncz (Phone).

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

*Karen Shipton stated that the meeting was being recorded.

APPROVAL OF AGENDA

**A motion was made by Dave Swartz and seconded by William Finley, Jr. to approve the agenda as presented. Motion carried unanimously.*

BOARD RE-ORGANIZATION

Re: Coolspring Township Board Representative – **A motion was made by William Finley, Jr. and seconded by Dave Swartz to accept Coolspring Township's appointment of Dale Bestwick to the NCWJMA Board. Motion carried unanimously.*

Re: Appointment of Officers - **A motion was made by Dave Swartz and seconded by William Finley, Jr. to re-appoint Patrick J. Suhrie as Chairman, Dave Swartz as Vice Chairman, Robert Gregory as Secretary and William Finley, Jr. as Treasurer. Motion carried unanimously.*

Re: Appointment of Administrator - **A motion was made by Dave Swartz and seconded by William Finley Jr. to re-appoint Karen Shipton as administrator for 2025. Motion carried unanimously.*

Re: Appoint Depository - **A motion was made by William Finley, Jr. and seconded by Robert Gregory to re-appoint First National Bank as our depository for all accounts for 2025. Motion carried unanimously.*

Re: Appoint Engineering Firm - **A motion was made by William Finley, Jr. and seconded by Dave Swartz to re-appoint Gannett Fleming, Inc. as our engineering firm for 2025. Motion carried unanimously.*

Re: Appointment of Solicitor - **A motion was made by Dave Swartz and seconded by Robert Gregory to re-appoint Roger Shaffer of Barr and Shaffer as our solicitor for 2025. Motion carried unanimously.*

Re: Appointment of Newspaper for Advertising - **A motion was made by William Finley, Jr. and seconded by Dave Swartz to re-appoint The Record Argus as our media for advertising for 2025. Motion carried unanimously.*

Re: Meeting Dates/Location/2024 - **A motion was made by Robert Gregory and seconded by William Finley, Jr. to hold all meetings for 2025 on the 2nd Tuesday of each month, at the Findley Township Municipal Bldg.; 369 McClelland Rd.; Mercer, PA 16137; at 8:00am. Motion carried*

unanimously.

End of Re-Organizational Meeting

APPROVAL OF MINUTES FROM THE 12/10/2024 MEETING AS PRESENTED

**A motion was made by Robert Gregory and seconded by William Finley, Jr. to approve the minutes from the 12/10/2024 meeting as presented. Motion carried unanimously.*

PUBLIC COMMENT

None.

TREASURER'S REPORT

Karen Shipton reported the following:

Asset Reserve Restricted Account: Last Statement (12/01/2024) Balance: \$103,123.45. One Transfer: \$1636.88. Balance as of 12/31/2024 : \$104,760.32.

Short Lived Asset Reserve Account: Last Statement (12/01/2024) Balance: \$225,681.76. One Transfer: \$3582.25. Balance as of 12/31/2024 : \$229,264.01.

General Account: Last Statement (12/01/2024) Balance: \$174,631.22. (12) Deposits of \$178,791.42 and (12) Disbursements of \$119,639.83. Balance as of 12/31/2024: \$233,782.81.

The bank statements just arrived and were not yet reconciled with QB. Karen stated all invoices and bank statement were there should anyone like to review them.

3:42 PM	Neshannock Creek Watershed Joint Mun. Auth.
01/13/25	Expenses by Vendor Summary
Cash Basis	December 1, 2024 through January 15, 2025
	Dec 1, '24 - Jan 15, 25
Ace fix-it Hardware	46.78
Barr and Shaffer	217.00
Cummins Bridgeway, LLC	2,288.04
Davidson, M. & Associates, Inc.	7,087.00
Findley Township	4,636.00
FNB Commercial Credit Card	86.42
Gannett Fleming, Inc.	12,200.00
Graziani Construction, Inc.	780.00
Merger County Prothonotary	484.00
Miller, Ben	300.00
NAPA Mercer	8.70
Penn Power 1571/Acct. 677	150.31
Penn Power 835A/Acct. 602	61.13
Penn Power 845/Acct. 628	2,722.81
Plantation Park Camper's Assoc.	182.56
Tepco-Trombold Equipment Co., Inc.	302.80
Tri-County Industries, Inc./57	58.47
Tri-County Industries, Inc./845 Perry Hwy	607.80
TOTAL	32,237.48
Rachel's & Iron Bridge Inn, LLC	37,500.00
TOTAL INVOICES	69,737.48
Transfer from Gen Account: Short Lived Asset Res. Restricted:	3,582.25
Transfer from Gen Account: Asset Res. Restricted Account:	1,636.88
TOTAL INVOICES AND TRANSFERS:	74,956.68

**A motion was made by Dave Swartz and seconded by Robert Gregory to approve the treasurer's report and the payment of bills submitted for January/2025 as presented. Motion carried unanimously.*

ENGINEER'S REPORT

Plantation Park – They are being changed from 58 edu's to 60 edu's for 2025 in accordance with the sewage service agreement. **A motion was made by Dave Swartz and seconded by Robert Gregory to approve changing the edu's from 58 to 60 edu's/month for 2025. Motion carried unanimously.*

SR19 South Project – The sewage facility planning modules are nearing completion. There will be an advertisement for public comment period. They have the comments from the MCRPC and East Lackawannock Twp. Planning Commission. **A motion was made by William Finley, Jr. and seconded by Dave Swartz to advertise the SR19 South Sewer Extension Project. Motion carried unanimously.*

PSP Barracks - **A motion was made by William Finley, Jr. and seconded by Robert Gregory to accept the PSP Barracks sewer extension contingent upon receiving the close-out documents. Motion carried unanimously.*

Bond Counsel for SR19 South Project - **A motion was made by William Finley, Jr. and seconded by Dave Swartz to Anthony Ditka of Dinsmore & Shohl for required Bond Counsel for the SR19 South Sewer Extension Project. Motion carried unanimously.*

Wasteload Management Report – Dan will need some additional information from PJ to finish this and submit it by the end of March deadline.

OPERATOR'S REPORT

Everything operated within the permit limits for the month of November/2024.

OLD BUSINESS

Verizon Wireless Internet at the Plant Site - **A motion was made by William Finley, Jr. and seconded by Robert Gregory to approve the hotspot/wireless internet with Verizon at a cost of \$99.00/month. Motion carried unanimously.*

NEW BUSINESS

Resolution 01-2025/Fee Schedule Resolution – **A motion was made by William Finley, Jr. and seconded by Robert Gregory to approve Resolution 01-2025/Fee Schedule Resolution as presented. Motion carried unanimously.*

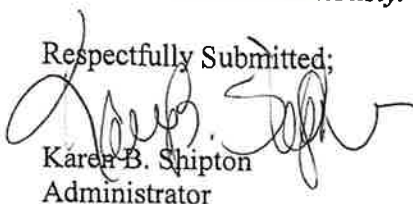
Water Line at the Plant – Jim Riddle stated that the water line was broken where the garden hose is connected at the plant. They will contact Advanced Contracting to make the repair.

Mercer County Visitor Bureau - **A motion was made by William Finley, Jr. and seconded by Dave Swartz to ask Solicitor Roger Shaffer about the legality of the Authority joining the Mercer County Visitor Bureau in order to apply for a grant. Motion carried unanimously.*

ADJOURNMENT

**A motion was made by William Finley, Jr. and seconded by Dave Swartz to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 8:46AM.*

Respectfully Submitted;


Karen B. Shipton
Administrator