

**NESHANNOCK CREEK WATERSHED JOINT MUNICIPAL AUTHORITY**

**Meeting Minutes**

**February 10, 2026**

**8:00 AM**

**ATTENDANCE**

Pat Suhrie; Dave Swartz; Clifford Hughes; Robert Gregory; Bill Finley, Jr.; Karen Shipton; Dan Goncz (Phone); Jim Riddle; Crystal Foreman. Public: Gary Butch.

**\*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 Bill Finley, Jr. and seconded by Clifford Hughes to approve the agenda as presented. Motion carried unanimously.***

**APPROVAL OF MINUTES FROM THE 01/13/2026 MEETING AS PRESENTED**

***\*A motion was made by Dave Swartz and seconded by Clifford Hughes to approve the minutes from the 01/13/2026 meeting as presented. Motion carried unanimously.***

**PUBLIC COMMENT**

*None.*

**TREASURER'S REPORT**

Karen Shipton reported the following:

**Asset Reserve Restricted Account:** Last Statement (01/01/2026) Balance: \$124,402.89. One Transfer: \$1636.88. Balance as of 01/30/2026 : \$126,039.77.

**Short Lived Asset Reserve Account:** Last Statement (01/01/2026) Balance: \$272,251.01. One Transfer: \$3582.25. Balance as of 01/30/2026 : \$275,833.26.

**General Account:** Last Statement (01/01/2026) Balance: \$105,978.38. (5) Deposits of \$49,463.11 and (13) Disbursements of \$13,769.33. Balance as of 01/30/2026: \$141,672.16.

The bank statements reconciled with QB. Karen stated all invoices and bank statement were there should anyone like to review them.

Neshannock Creek Watershed Joint Mun. Auth.	
Expenses by Vendor Summary	
January 2026	
	Jan 26
Ace fix-It Hardware	91.53
Barr and Shaffer	550.00
Cummins Bridgeway, LLC	3,489.69
Davidson, M. & Associates, Inc.	7,824.00
FNB Commercial Credit Card	344.12
Gannett Fleming, Inc.	4,600.00
NAPA Mercer	6.10
PA One Call System, Inc.	9.00
Penn Power /57/Acct. 577	181.03
Penn Power/835A/Acct. 502	190.62
Penn Power/845/Acct. 628	3,176.64
Plantation Park Camper's Assoc.	255.63
Tepco Trombold Equipment Co., Inc.	60.00
Tri-County Industries, Inc./57	56.68
Tri-County Industries, Inc./845 Perry Hwy	119.11
USA Blue Book	102.30
Verizon	40.01
<b>TOTAL</b>	<b>21,096.46</b>
TRANSFERS: Transfer from Gen Acct. to Short Liv. Asset Res. Acct.	3,582.25
Transfer from Gen Acct. to Asset Res. Rest. Acct.	1,636.88
<b>TOTAL TRANSFERS AND INVOICES:</b>	<b>\$26,315.59</b>

***\*A motion was made by Dave Swartz and seconded by Clifford Hughes to approve the treasurer's report and the payment of bills submitted for February/2026 as presented. Motion carried unanimously.***

## ENGINEER'S REPORT

Maximum Daily Flow at the plant for Jan/2026 was 77,613/day.

**SR19 South Sanitary Sewer Extension Project** – On 1/21/2026 Pennvest awarded the Authority funding for this project. \$721,204 in a grant and \$878,796 for a loan for (358) months at 1% interest.

The debt service for the loan will be \$34,100/year and additional operation and maintenance costs are estimated at \$5000/year. Based on our current number of edu's, after completion of the project, we will be at 556 edu's. We have a closing date for the loan with Pennvest of July/2026. Dan will check the exact date. There are several pre-settlement tasks that need completed. Dan prepared the questionnaire and submitted it to Pennvest prior to the 2/6/2026 deadline. Dan is recommending we not use interim financing for the project. To move the project forward, we do need to go to bid soon because we need the bid amounts so we can finalize our project costs and demonstrate to Pennvest that we have enough money from Pennvest for the expenditures. We will need our Engineering Agreement, bids from contractors to move towards settlement. Dan has a proposal agreement for engineering services as follows: Pennvest Settlement - \$6000 (Lump Sum); Bid Phase - \$6000 (Lump Sum); Construction Phase - \$58,510 (Lump Sum); Construction Observation - \$132,000 (Cost Not to Exceed) for a total of \$202,510.00 for engineering services for this project. March 26, 2026 is the date for the bid opening to be held at the Findley Twp. Municipal Bldg. Dan attached a Project Fact Sheet for the boards FYI. There will be a Project Fact Sheet that will be developed that will be sent to the property owners at some point this summer. We should have bids in hand and be moving towards settlement before we announce this project to the public.

*\*A motion was made by Bill Finley, Jr. and seconded by Robert Gregory to approve the Engineering Agreement for the SR19 Project with the costs listed above. Motion carried unanimously.*

*\*A motion was made by Clifford Hughes and seconded by Bill Finley, Jr. to approve the advertising for the receipt of bids for the SR19 S. Sewer Ext. Project. Motion carried unanimously.*

*\*A motion was made by Bill Finley, Jr. and seconded by Dave Swartz to authorize the Chairman of the Authority to sign the Wasteload Management Report for 2025. Motion carried unanimously.*

## OPERATOR'S REPORT

For Dec/2025 the flow was 0.078 mgd and the plant operated within its permit limits.

No sludge was hauled.

Snow was plowed.

Sludge drying beds were poured.

There were (2) grinder pump call-outs and no repairs.

Form 43 – This comes every (3) years and this was completed and sent in to the laboratory.

## OLD BUSINESS

None.

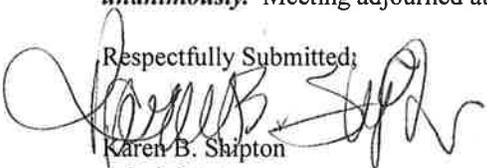
## NEW BUSINESS

None.

## ADJOURNMENT

*\*A motion was made by Bill Finley, Jr. and seconded by Clifford Hughes to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 8:37AM.*

Respectfully Submitted;

  
Karen B. Shipton  
Administrator