

NESHANNOCK CREEK WATERSHED JOINT MUNICIPAL AUTHORITY
Phone: (724)748-4808 Fax: (724)748-5668
369 McClelland Road
Mercer, PA 16137

MEETING MINUTES

12/11/13

8:15 AM

The Authority meets the second Wednesday of each month at 8:15 AM in the County Commissioner's Meeting room at the Mercer County Courthouse, Mercer, PA.

THE NEXT MEETING IS SCHEDULED FOR JANUARY 8, 2014 AT 8:15 AM

ATTENDANCE

Bob Gregory, Jerry Johnson, John Lechner, Paul Minner, Pat Suhrie, Roger Shaffer, Dan Goncz, Karen Shipton, Walt Darraugh, Debbie Plant.

***The Meeting Opened with the Pledge to the U.S. Flag at 8:15 AM.**

APPROVAL OF MINUTES FROM THE 11/13/13 MEETING AS PRESENTED

A motion was made by Bob Gregory and seconded by Pat Suhrie to approve the minutes from the 11/13/13 meeting as presented. Motion carried.

PUBLIC COMMENT

None.

TREASURER'S REPORT

Balance as of 11/30/13 is \$1071.42. A motion was made by Jerry Johnson and seconded by Bob Gregory to approve the treasurer's report as presented. Motion carried.

A motion was made by John Lechner and seconded by Pat Suhrie to pay an invoice (for RUS Grant Application) in the amount of \$1560.00 payable to Gannett Fleming, Inc. when the funds become available. Motion carried.

ENGINEER'S REPORT

Official Sewage Facilities Plan Update – Still waiting for DEP approval.

Project Status Report – Local share loan closing with MCSB will be held at 10:30 am on 12/20/13 at the Findley Township Municipal Building; 369 McClelland Rd.; Mercer, PA 16137.

Officers:

Chairman:

Paul Minner

Vice

Chairman:

Patrick J. Suhrie

Treasurer:

Jerry Johnson

Secretary:

John Lechner

Rec Sec'y:

Karen Shipton

Board

Members:

Mercer

County:

John Lechner

Coolspring

Twp:

Paul Minner

East Lack

Twp:

Robert Gregory

Findley Twp:

Patrick J. Suhrie

Mercer Boro:

Jerry Johnson

Approval of Requisition No. 1 - (to be presented at the closing) in the amount of \$37,670.26. Dan reviewed the requisition line by line. Authority reimbursement total - \$11,026.10.

A motion was made by John Lechner and seconded by Pat Suhrie to approve the requisition as presented, when funds become available. Motion carried.

OLD BUSINESS

Project Fund Accounting –There will be (2) accounts. A short term account until it's reimbursed and then the construction account (According to the Authority By-Laws, Authority Treasurer will write the checks and Authority Chairman and Treasurer will sign the checks). There are (3) checks and balances of the accounting: 1) Engineer's spreadsheet; 2) Rural Development; 3) Auditors. Every line item on the requisition will be tracked monthly by the Engineer.

MCSB Checking Account – A checking account will have to be opened at the closing. This is for construction fund. MCSB will take this from the loan and transfer it into this account to pay bills from. Signature cards/driver's license will be needed for Chairman & Treasurer. Dan suggested that County Commissioner's office write the checks after the requisition is approved at each meeting since the Chairman and Treasurer are already here. These can be handed to Karen Shipton and she will mail them when the deposit is made.

Customer List and 2014 Project Information Mailing – Still working on this. Should be ready around February, 2014.

NEW BUSINESS

2014 Board Member Annual Appointments – Mercer County Commissioners. A letter should be sent from the Commissioner's Office to the Authority confirming their appointment. John will see that it is on their next agenda.

Additional Comments: Chairman Paul Minner appointed Commissioner John Lechner to the AD HOC Committee studying the I-80/19 20A Corridor Study.

ADJOURNMENT

A motion was made by Pat Suhrie and seconded by Bob Gregory to adjourn the meeting. Motion carried. Meeting adjourned at 9:03 am.

Respectfully Submitted;

Karen B. Shipton
Recording Secretary

