

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

Meeting Minutes
April 13, 2016
8:15 AM

Officers:
Chairman:
Paul Minner
Vice
Chairman:
Patrick J. Suhrie
Treasurer:
John Lechner
Secretary:
Bob Gregory
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

ATTENDANCE

Bob Gregory, John Lechner, Paul Minner, Roger Shaffer, Patrick Suhrie, Dan Goncz, Karen Shipton, Debbie Plant, Jerry Johnson, Chris Allan, Pat Kelley, Dave Swartz, Joe Urban, Frank Curl, Tim McGonigle.

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

APPROVAL OF MINUTES FROM THE 03/16/16 MEETING AS PRESENTED

****A motion was made by Bob Gregory and seconded by John Lechner to approve the minutes from the 03/16/16 meeting. Motion carried unanimously.***

PUBLIC COMMENT

Chris Allan from Reinhardt's Insurance Agency discussed worker's compensation and pointed out that we do not have coverage for this at this time. If there is any payroll paid by the Authority we will have to obtain this policy. Also, he stated that as the new building comes on line on June 1st, that he provided a quote with an assumption of the building value and he needs to firm that up. He needs to know of anything that is permanently attached. Dan will meet with Chris to get him all of the information he needs.

TREASURER'S REPORT

Beginning Balance: \$131,942.63. Ending Balance: \$20,918.26 .

****A motion was made by Bob Gregory and seconded by Pat Suhrie to approve the treasurer's report as presented. Motion carried unanimously.***

ENGINEER'S REPORT

1. Project Status Report

Construction is 92% complete as of 3/25/16. Job meeting was 3/31/16. The next job meeting will be on 4/28/16 at 10AM at the plant. Contract #1 and Contract #2(sanitary sewer contracts), construction is complete with the exception of some testing and restoration. At the March meeting, Hope Mill Rd. and PennDOT 33' wide ROW were

discussed and the properties that were affected by the sewer line now being outside the PennDOT ROW and private easements were needed and this will be discussed in Executive Session at the end of this meeting. Those properties are the Wagner Family Trust, Mr. Bequeath, Mrs. Reeher, the Urbans. We have since obtained an easement from Mrs. Reeher and a commitment from the Wagners to process the easement but it's in a trust so it's a little complicated. Contract #3, all the grinder pump materials have been ordered with the exception of the (10) spare core units, which are the individual pumps, the portable emergency generator and any additional parts we desire and any additional grinder pumps (we are down to two) for those that have not signed a GPA. Contract #4, (Mortimer Excavating) as of 3/31/16 (276) grinder pump units have been installed and 44,000 feet of pressure service lateral. More grinder pumps have been installed since 3/31/16 and should be about complete with the single units and duplex in about a week, the triplex unit at the Nursing Home is yet to be complete. Contract #5 & #6, the pump stations, Electrical services have been installed for the Interchange Pump Station and the Thompson Road Pump Station. The electrical service for Plantation park should be completed by mid-April. Construction activities relative to the concrete structures and the installation of the Pump Mates are complete. Contract #7 & 8, Work is progressing at the sewage treatment plant and the early completion date is still anticipated to be in June 2016.

2. Milestone Schedule

Attached as Attachment #1 in the Engineer's Report. We are looking at 6/8/16 as being the date to send letters to the customers telling them they can connect and include an invoice for the \$3000 tapping fee. The next administrative item that needs performed are the coupon books, and invoices for the tapping fee. This should be done by the June 8th meeting.

3. Grinder Pump Agreements

We are down to (2) individuals who have not signed a GPA.

4. Construction Observation Services Budget

Change Order #8 to Contract #7 - \$1785.12. For Potable Well Allowance.

**A motion was made by John Lechner and seconded by Bob Gregory to approve Change Order #8 to Contract #7 for \$1785.12. Motion carried unanimously.*

There has been no further discussion on the sales tax for the signage.

Estimated Quantity Adjustment Change Order #1 to Contract #4 - \$134,308.00. Most of that cost is associated with the service lateral length.

**A motion was made by John Lechner and seconded by Pat Suhrie to approve Change Order #1, which is an estimated quantity adjustment change order to Contract #4 in the amount of \$134,308.00. Motion carried unanimously.*

5. Revised Change Order Summary

This lists all of the Change Orders to date.

6. Requisition No. NW-8 - \$918,284.88

**A motion was made by John Lechner and seconded by Pat Suhrie to approve payment of Requisition No. NW-8 in the amount of \$918,284.88. Motion carried unanimously.*

**A motion was made by Pat Suhrie and seconded by Jerry Johnson to authorize the Chairman of the Authority to sign the Grant Request Agreement in the amount of \$918,284.88. Motion carried unanimously.*

7. Cost and Completion Estimate

The items we are still needing to purchase and their estimated costs are listed on this report and Dan reviewed it. These costs are estimated to cost a total of \$176,828.00. A breakdown of these items is attached to the Engineer's Report. Dan would like to submit this list to Rural Development in a formal request for approval.

**A motion was made by Pat Suhrie and seconded by Bob Gregory to approve the submittal of a supplemental list for expenditures to RUS for approval in the amount of \$176,828.00. Motion carried unanimously.*

Attachment E is the area requested to be paved.

OLD BUSINESS

1. Contract Operations Agreement

This is the plant operations maintenance agreement between The Authority and M. Davidson & Associates. The requested revisions agreement language in the contract have been made. There were a couple items to discuss before it can be signed at the May meeting. A contract effective date is needed. There needs to be an amount put in for use of vehicle for M. Davidson. Also, there needs to be a stipend added for a cost for the operators to come out to the plant in May for the start up.

2. Insurance Coverage

Already discussed earlier

3. Annual Audit

Karen has been in contact with Norbert from Black, Bashor & Porsch, LLC to perform the audit which is due in September/2016.

*Co-Stars account and PA One Call account has been set up.

NEW BUSINESS

1. Tapping Fee Collection Report

*(2) were collected this month.

2. RUS Loan Resolution

Bond Counsel is requesting a loan resolution of the Board of Directors of the Neshannock Creek Watershed Joint Municipal Authority authorizing and providing for the incurrence of indebtedness for the purpose of providing a portion of the cost of acquiring constructing enlarging improving and/or extending its sewage system facility to serve an area lawfully when it's within its jurisdiction. The amount of this bond refinancing is \$4,679,000.00.

**A motion was made by John Lechner and seconded by Pat Suhrie to approve replacing the current loan with a bond in the amount of \$4,679,000. A roll call vote was taken with the following responses: Paul Minner: Yes; Pat Suhrie: Yes; Jerry Johnson: Yes; John Lechner: Yes; Bob Gregory: Yes. Motion carried unanimously.*

3. Inspections

Pat Suhrie introduced Pat Kelley, SEO Officer for Mercer Co. Joint Sewer Agency. Fees for inspections of the hook up from the grinder pump to the house and the dismantling of the customers current system was discussed.

EXECUTIVE SESSION

The Board entered into Executive Session at 9:24 AM for the purpose of discussing eminent domain litigation.

The Board returned from Executive Session at 9:45 AM.

ADJOURNMENT

A motion was made by Pat Suhrie and seconded by John Lechner to adjourn the meeting. Motion carried. Meeting adjourned at 9:46 AM.

The next meeting is scheduled for 05/11/16 at 8:15 AM

Respectfully Submitted;

Karen B. Shipton
Recording Secretary

