

**NESHANNOCK CREEK WATERSHED JOINT MUNICIPAL AUTHORITY**  
**Meeting Minutes**  
**December 14, 2016**  
**8:15 AM**

**ATTENDANCE**

Bob Gregory, John Lechner, Paul Minner, Patrick Suhrie, Dave Swartz, Dan Goncz, Karen Shipton.

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

**APPROVAL OF MINUTES FROM THE 11/9/16 MEETING AS PRESENTED**

***\*A motion was made by John Lechner and seconded by Bob Gregory to approve the minutes from the 11/9/16 meeting with a note that John Lechner will check on the balance with MCSB. Motion carried unanimously.***

**PUBLIC COMMENT**

None.

**TREASURER'S REPORT**

Beginning Balance (Citizens): \$81,106.10. Ending Bal. (11/30/16): \$58,926.58. \$120.50/Debits. \$139,395.72/Credits. \$105,000. of this went to MCSB towards principle/interest on the loan.

**NESHANNOCK CREEK WATERSHED JOINT MUNICIPAL AUTHORITY**  
**INVOICES SUBMITTED FOR PAYMENT**  
**12/14/16**

<b><u>PAYEE</u></b>	<b><u>SERVICE/PRODUCT</u></b>	<b><u>AMOUNT</u></b>
USDA <b><i>**DUE 12/17/16**</i></b>	Interest Loan 92/01 and 92/03	52,782.96
Tri-County Industries, Inc.	Trash Service/57 Thompson Rd.	33.00
Tri-County Industries, Inc.	Trash Service/845 Perry Hwy.	58.70
The Herald	2015 Audit Ad	198.37
Selective Insurance Co. of America	Insurance	570.00
M. Davidson & Associates Inc.	Contract Operations/Truck Supplied	5274.00
M. Davidson & Associates Inc.	Drain Line Installed	2400.00
PA One Call System, Inc.	Dues/Fees/Subscriptions	17.70
Jim Riddle	Reimb. Supplies	112.20
Gannett Fleming, Inc.	Prof. Services Rendered through 10/28/16	230.00
Penn Power	Electric/845 Perry Hwy.	1661.84
Penn Power	Electric/57 Thompson Rd.	199.66
Penn Power	Electric/835A Perry Hwy.	134.05
Tepco Trombold Equipment Co., Inc.	Cables	429.00
Plantation Park	Reimbursement for Electric	74.13
<b>Total Invoices:</b>		<b>\$64,175.61</b>

***\*A motion was made by Bob Gregory and seconded by John Lechner to approve the treasurer's report and pay the bills submitted. Motion carried unanimously.***

**ENGINEER'S REPORT**

## **A. Sewage Facilities Report**

8279 Lamor Rd. – Most likely the tray cable was cut partially during installation. A temporary cable was installed in October. A new cable was ordered and is ready to be installed and buried. Dan will talk with Pebbles Construction as he was the contractor responsible. There was discussion on who would pay for the cable.

Pressure sewer easement requests were mailed 8/11/16 to Samuel Winger and Clair and Patricia Winger. No response as of yet.

The treatment plant is still getting a substantial quantity of grease and septage. The grease appears to be coming from Countryside Nursing Home and possibly the restaurant at the Comfort Inn. Both customers need to be notified immediately. Gannett Fleming notified the owner of Comfort Inn in October and there has been a small reduction in the grease from that part of the systems. The operators would like to install an air line in the equalization tank in to help in the breakdown of the grease and prevent septage from forming at the plant.

The Countryside Nursing Home triplex pump station lost the intrinsic barrier, PLC and one of the grinder pumps during a power surge of some type. The PLC has been replaced. The grinder pump is back in service (stator replacement). The intrinsic barrier was returned to the manufacturer for evaluation and determination of warranty coverage.

Installation of a drain line from the sludge drying beds to the treatment tanks in lieu of using the plant pump station will reduce energy costs and expedite drying of the sludge cake.

The amount of debris being experienced in the Thompson Pump Station wetwell is still an unreasonable amount. At this point, it is believed it is not coming from the inmates. Some contraband was found also and turned over to the Jail.

M. Davidson and Assoc. has indicated they can provide the services for most of the excavation and modifications at a cost of the materials and \$80/hour for an excavator and (2) laborers.

**Operating Budget/2017** – The Budget for 2017 was entered onto a USDA standard form that will need signed and turned into RUS. Dan reviewed each line item.

**2017 Annual Engineering Services** – Dan submitted a proposal for Annual Engineering Services for 2017. It is available for review in the Secretary's office.

***\*A motion was made by John Lechner and seconded by Bob Gregory to accept/approve the proposal for Annual Engineering Services for 2017 submitted by Daniel Goncz at Gannett Fleming, Inc. Motion carried unanimously.***

## **OPERATOR'S REPORT**

The plant met the effluent limits for the month ending October/2016. November's results are not in yet. We are running about 38,000/gal./day.

The NPDES permit for the treatment plant expires on May 31, 2019. The permit renewal application needs submitted by November 30, 2018. This is a (5) year permit.

Dan reviewed some of the highlights of the report which is on file with the Secretary.

## **OLD BUSINESS**

None.

## **NEW BUSINESS**

**Network Upgrade/Findley Township – Valley Web Design.** In order to accept debit/credit cards from customers, we need internet access to the Authority laptop computer. We are not able to connect with the way the internet is currently set up at Findley Township. I am requesting to upgrade to wireless internet connection at the Findley Township office and split the cost with Findley Township, of which they approved at their 12/7/16 BOS meeting. \$420.00 is the total of the proposal from Valley Web Design for the labor and the equipment needed.

*\*A motion was made by Bob Gregory and seconded by Pat Suhrie to approve the proposal from Valley Web Design. Motion carried unanimously.*

**Springfield Township** – We welcome Dave Swartz, Supervisor for Springfield Township as a member of the NCWJMA Board and Springfield Township as a member of the Authority.

**Mercer Hardware** – There was discussion on the Mercer Hardware bill.

**Marpac Corporation** – Dan will look into this before the Board votes on action.

*\*A motion was made by John Lechner and seconded by Pat Suhrie to request a refund from Marpac Corporation should Dan Goncz and Paul Minner deem we had overpaid. Motion carried unanimously.*

**Stamp Purchase** – John Lechner stated he would like to purchase stamps and be reimbursed by the Authority so he can mail bills in a timely fashion.

**McDonald's Inc.** – No word yet on a status with them. Karen will look into this.

## **ADJOURNMENT**

A motion was made by Dave Swartz and seconded by Pat Suhrie to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:36AM.

***\*The next meeting is scheduled for 01/10/17 at 8:15 AM\*Meetings Are Now Held the 2<sup>nd</sup> Tuesday of each Month\****

Respectfully Submitted;  
Karen B. Shipton/Administrator