

**NESHANNOCK CREEK WATERSHED JOINT MUNICIPAL AUTHORITY**

**Meeting Minutes**

**10/10/17**

**8:15 AM**

**ATTENDANCE**

Paul Minner, Bob Gregory, Jerry Johnson, John Lechner, Pat Suhrie, Dan Goncz, Karen Shipton. List of others present available in the Authority office.

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

**APPROVAL OF MINUTES FROM THE 9/12/17 MEETING AS PRESENTED**

***\*A motion was made by John Lechner and seconded by Bob Gregory to approve the minutes from the 09/12/17 meeting as presented. Motion carried unanimously.***

**PUBLIC COMMENT**

None.

**TREASURER'S REPORT**

Balance as of 9/30/17: (FNB) \$119,067.42.

**NESHANNOCK CREEK WATERSHED JOINT MUNICIPAL AUTHORITY**  
**INVOICES SUBMITTED FOR PAYMENT**  
**09/12/17**

<b><u>PAYEE</u></b>	<b><u>SERVICE/PRODUCT</u></b>	<b><u>AMOUNT</u></b>
Findley Township	Reimb./Admin. Costs 3RD Qtr/2017	3090.75
Penn Power	Electric/845 Perry Hwy.	3257.68
Penn Power	Electric/835A Perry Hwy.	76.70
Penn Power	Electric/57 Thompson Rd.	129.11
PA One Call System, Inc.	Monthly User Fee	20.25
Plantation Park Campers Assoc.	Electric Reimb.	110.44
Barr and Shaffer	Retainer/2017/Legal Fees	2500.00
Tri-County Industries	Trash/845 Perry Hwy.	57.75
Tri-County Industries	Trash/57 Thompson Rd.	31.50
Tri-County Industries	Sludge Removal	720.73
Black, Bashor & Porsch, LLP	Auditor Services	12,244.00
Gannett Fleming	Engineering Services	230.00
Ace fix-it Hardware	Maint/Supplies	58.05
Jim Riddle	Maint/Supplies	6.65
Selective Insurance	Insurance	2902.00
Homer Sanitary	Overflowing Manhole Butler Pk/Thomp. Rd.	585.00
M. Davidson & Associates Inc.	Contract Operations	5457.00
Mercer Auto Parts	Repair/Maint. Supplies	12.95
Reiter, John H.	Annual Fire Ext. Inspection	110.00
<b>Total Invoices:</b>		<b>\$31,600.56</b>

***\*A motion was made by Jerry Johnson and seconded by John Lechner to approve the treasurer's report as presented and to pay the bills submitted for payment. Motion carried unanimously.***

John Lechner announced he will be resigning his position on the Board effective 12/31/17 to pursue other interests.

## ENGINEER'S REPORT

1. Plantation Park Electric Bill – Dan takes the usage and multiplying it by the usage fee which is about 7.5 cents/kwh. There is also a transmission fee of about the same amount. Dan uses the usage fee is because that is what is stated in the agreement. This invoice should really come from Plantation Park and not Dan's office. Plantation Park will be notified of this shift of responsibility.
2. The pump station at Plantation Park is definitely outside of the flood zone.
3. Thompson Pump Station – Still some shared cleaning. Dan sent some info. to the County to show them how to take one of their manholes and make it a catch basin for stormwater.
4. 9/24/17 – There was broken fitting in the manhole at Butler Pike/Thompson Rd. Dan notified DEP on 9/25/17 (letter attached to Engineer's Report). No fine was imposed.
5. Operator's Report was not printed. Dan will print and bring it next month.

## OLD BUSINESS

1. **Operating Budget 2018** – Dan provided a draft of the 2018 budget and went through each line Item for review.
2. **Liens** – Solicitor Roger Shaffer and Karen are working to lien the properties of those who have Not paid the tapping fees.
3. **Pulling Pumps** – The Ordinance that requires residents to connect comes from the Township of residence, not the Authority. If customers have not connected, the pump needs to be pulled, cleaned and stored until they are ready to connect. It is not good for a pump to sit there without electric for an extended period of time. A letter will be created for review for the next meeting informing those who have not connected that their pump will be pulled/stored and there will be a fee of \$350.00 charged to put the pump back in when they are ready to connect. Solicitor Roger Shaffer will draw up the Resolution allowing a \$350.00 fee to be charged. There was some discussion on how/where to store the pumps.
4. **Aqua Water** – Karen will check into an agreement being sent for the purpose of water shut off for customers with delinquent accounts.
5. **Line of Credit** – Sandy at FNB will get back to Karen with information by the next meeting.
6. **Vulnerability Assessment/Emergency Response Plan** – Karen will forward to Dan for review.

## NEW BUSINESS

1. **John Hicks – 13 Scenic Valley Drive** – Had some difficulty obtaining a contractor to do a hot tap.

2. There was discussion on customers who are paying the monthly user fee when they are not yet connected. Solicitor Roger Shaffer stated they are in violation of the township Ordinance to not be connected.

### **ADJOURNMENT**

*\*A motion was made by John Lechner to adjourn the meeting. Motion carried unanimously.*

Meeting adjourned at 9:20 AM.

Respectfully Submitted;  
Karen B. Shipton/Administrator