

NESHANNOCK CREEK WATERSHED JOINT MUNICIPAL AUTHORITY

Meeting Minutes

11/14/17

8:15 AM

ATTENDANCE

Paul Minner, Bob Gregory, 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 10/10/17 MEETING AS PRESENTED

****A motion was made by John Lechner and seconded by Dave Swartz to approve the minutes from the 10/10/17 meeting with the removal of Dave Swartz under "Attendance". Motion carried unanimously.***

PUBLIC COMMENT

None.

TREASURER'S REPORT

Balance as of 10/31/17: (FNB) \$119,959.03

NESHANNOCK CREEK WATERSHED JOINT MUNICIPAL AUTHORITY
INVOICES SUBMITTED FOR PAYMENT
11/14/17

<u>PAYEE</u>	<u>SERVICE/PRODUCT</u>	<u>AMOUNT</u>
_Karen Shipton	Daugherty, Debbie File Fee GPA	18.50
Penn Power	Electric/845 Perry Hwy.	2114.38
Penn Power	Electric/835A Perry Hwy.	74.61
Penn Power	Electric/57 Thompson Rd.	126.47
PA One Call System, Inc.	Monthly User Fee	48.05
Plantation Park Campers Assoc.	Electric Reimb.	158.29
Tri-County Industries	Trash/845 Perry Hwy.	57.75
Tri-County Industries	Trash/57 Thompson Rd.	31.50
Gannett Fleming	Engineering Services	230.00
Ace fix-it Hardware	Maint/Supplies	64.61
Homer Sanitary	Pump Station/Countryside/Thompson Rd.	690.00
M. Davidson & Associates Inc.	Contract Operations	5457.00
LB Water	Zurn Z1390 Rebuild Kit	265.64
Barr and Shaffer	Lien Letter Filing Fees/Postage	526.89
Findley Township	Deed Search for Lien Letters	22.50
Tepco Trombold Equipment Co. Inc.	Cables/Connection Supplies	985.05
Total Invoices:		\$10,871.24

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

ENGINEER'S REPORT

- A. Thompson Pump Station** – The County put in their own screening device and it worked for the first few days. They still have some clogging issues they are working on. There were significant improvements with the Authority’s barscreen.
- B. Shane Lyttle Property** – Issue with a grinder pump that was installed before the house was built and the grinder pump is too far away from the house. Mr. Lyttle spliced the tray cable causing the pump to stop working and attempted to fix things in the panel. A longer cable is necessary. There is a 100ft. cable on loan from Lake Latonka. Jim is going to order a 150ft. cable and the Authority will invoice Mr. Lyttle for this. He will also be financially responsible for the work to replace the cable. Mr. Lyttle will be notified to contact the Authority office when he is ready to do the work.
- C. Resolution 5-2017** – To remove, testing of the grinder pump cores, reinstallation, and administration costs. The total cost associated with this is \$350.00. Breakdown is as follows: Removal/Testing - \$150.00; Reinstallation - \$100.00; Storage/Administration: \$100.00.
**A motion was made by John Lechner and seconded by Paul Minner to approve Resolution 05-2017 as presented. Motion carried unanimously.*

OPERATOR’S REPORT

Dan reviewed the report. A copy is on file at the Authority office.

OLD BUSINESS

1. 2018 Operating Budget – The cost for auditing services with Black, Bashor & Porsch, LLP came in at \$12,000.00 Karen will look into another firm to see if we can get a lower quote, and also call Norb at Black, Bashor & Porsch, LLP to make sure they understand this is not the same type of audit as last year. Karen called Julie at Reinhardt’s to discuss the timing of the insurance invoice. Julie is suggesting we pay yearly or quarterly instead of monthly.

**A motion was made by John Lechner and seconded by Paul Minner to change our billing for insurance from monthly to quarterly. Votes: (3) Yes, (1) No. There was further discussion.*

**A motion was made by Pat Suhrie to remove the motion from the table to change our billing for insurance from monthly to quarterly until the payment amounts/dates can be investigated. Motion carried unanimously.*

** A motion was made by John Lechner and seconded by Dave Swartz to approve the 2018 Operating Budget as presented. It was voted unanimously to table the current motion.*

**A motion was made by John Lechner and seconded by Dave Swartz to pass the budget for 2018 as amended with the revenue/expenses totaling \$394,900.00. Motion carried unanimously.*

2. Liens – The liens for nonpayment of tapping fees have been prepared and are ready to filed as soon as Solicitor Roger Shaffer receives the check.

3. Coupon Books – Karen will look into the cost of coupon books vs. a monthly statement and report back at the December meeting.

4. Line of Credit – **A motion was made by Dave Swartz and seconded by Paul Minner to appoint Patrick Suhrie and Robert Gregory as signers on the line of credit account with First*

National Bank. Motion carried unanimously.

5. Aqua Water – No word back yet from Aqua Water. Karen will pursue again and report back next month.

6. Shawn and Jenna Magee – 816 Mercer-G.C. Rd. – They are requesting reimbursement for damages from sewer backup in their basement.

** A motion was made by Bob Gregory and seconded by Dave Swartz to have Karen send a letter declining the request due to the fact the damages were incurred from contractor error. Motion carried unanimously.*

NEW BUSINESS

Board Member Appointment – No one is up in 2017 for re-appointment.

ADJOURNMENT

*A motion was made by Bob Gregory to adjourn the meeting. Meeting adjourned at 9:47 AM.

Respectfully Submitted;

Karen B. Shipton
Administrator