

NESHANNOCK CREEK WATERSHED JOINT MUNICIPAL AUTHORITY

Meeting Minutes

April 14, 2020

8:30AM

*****Due to COVID-19 Restrictions, the Meeting was Held via Webex***
A Sign Notifying the Public was Placed on the Courthouse Entrance Door**

ATTENDANCE

Patrick Suhrie, Robert Gregory, Matthew McConnell, Dave Swartz, Walt Darraugh, Beth Hillmar, Karen Shipton, Dan Goncz, Jim Riddle.

****The Meeting Opened with the Pledge to the U.S. Flag at 8:30 AM****

APPROVAL OF AGENDA

****A motion was made by Walt Darraugh and seconded by Beth Hillmar to approve the agenda as presented. Motion carried unanimously.***

APPROVAL OF MINUTES FROM THE 3/10/2020 MEETING AS PRESENTED

****A motion was made by Beth Hillmar and seconded by Dave Swartz to approve the minutes from the 3/10/2020 meeting as presented. Motion carried unanimously.***

PUBLIC COMMENT

None.

TREASURER'S REPORT/PAYMENT OF BILLS SUBMITTED

General FNB Account: Beginning balance as of 2/29/20: \$274,850.50. There were (5) Deposits in the amount of \$36,980.49. There were (12) Debits in the amount of \$24,913.11. Ending balance as of 3/31/20: \$286,917.88.

Asset Reserve Restricted FNB Account: Beginning balance as of 2/29/20: \$9821.28. There was (1) transfer in the amount of \$1636.88. Ending balance as of 3/31/20: \$11,458.16.

Short Lived Asset Reserve FNB Account: Beginning balance as of 2/29/20: \$21,493.50. There was (1) transfer in the amount of \$3582.25. Ending balance as of 3/31/20: \$25,075.75.

***Statements All Balance**

NESHANNOCK CREEK WATERSHED JOINT MUNICIPAL AUTHORITY
INVOICES SUBMITTED FOR PAYMENT
4/14/2020

<u>PAYEE</u>	<u>SERVICE/PRODUCT</u>	<u>AMOUNT</u>
M. Davidson & Associates Inc.	Plant Operations	6227.00
Gannett Fleming	Engineering Services/Through 3/27/2020	275.00
Plantation Park Campers Assoc.	Electric Reimb.	220.05
PA One Call System, Inc.	Monthly User Fee March/2020	20.85
Tri-County Industries	Trash/845 Perry Hwy.	66.74
Tri-County Industries	Trash/57 Thompson Rd.	36.40
Tri-County Industries	Sludge Removal	912.50
Penn Power	Electric/845 Perry Hwy.	2140.22
Penn Power	Electric/835A Perry Hwy.	110.81
Penn Power	Electric/57 Thompson Rd.	127.27
Mercer County Prothonotary	Filing of (26) Liens	481.00
Selective Insurance Co.	Insurance/Late Fee	20.00
Homer Sanitary	Pump Tank/Countryside Nursing Home	250.00
Ben Miller	Tarp Removal/Storage	200.00
Findley Township	Reimb. For 1 st Qtr/2020 Admin. Costs	3784.00
Cummins Sales & Service	Thompson Rd./Fuel Separator Leaking	241.17
Black, Bashor & Porsch, LLP	Time Incurred in Meeting with Pred. Aud.	285.00
Quartz Lamps, Inc.	Trojan Bulbs	263.91
Marpac Corporation	Toilet Tissue	47.74
Wilson Excavating & Grading	Material/Labor/Rep. 3" Sewer Line	250.00
Maher Duessel	2019 Audit	6500.00
Tepco Trombold Equip. Co. Inc.	Hoist	600.00
Wilmington Oil Co.	Off Road/Interstate Location	25.76
Wilmington Oil Co.	Off Road/845 Perry Hwy.	227.93
Wilmington Oil Co.	Off Road/Plantation Park Location	113.56
Wilmington Oil Co.	Off Road/57 Thompson Rd.	47.79
FNB Commercial Credit Card	Bearings	146.50
Asset Reserve/Restricted Account	Monthly Transfer	1636.88
Short Lived Asset Account	Monthly Transfer	3582.25
Total Invoices:		\$23,621.20
Total Transfers:		\$ 5,219.13
Total Payments:		\$28,840.33

**A motion was made by Beth Hillmar and seconded by Robert Gregory to approve the treasurer's report as presented and pay the bills as submitted above. Motion carried unanimously.*

ENGINEER'S REPORT

Bridge Relocation on SR19 Below Bissetts Chevrolet – We will need to get (3) estimates on the cost to relocate the sewer line. PennDOT indicated that we can move the line ourselves and still get the 50% cost reimbursement. Dan is hoping he will have a Resolution ready in May to be adopted to move this forward. With the current global crisis, this may be delayed with PennDOT not working.

OPERATIONS REPORT

The Flow in February/2020 was 91,000/gal/day.

There is a Notice of Violation from PA One Call. We will discuss under New Business.

There were no grinder pump calls.

Countryside Pump #2 was repaired.

Dan has not heard back yet on the apparatus on Thompson Rd. He will look into this.

OLD BUSINESS

Customers Delinquent >\$7,000.00 – Dan spoke to Roger regarding this issue. We will invite Roger to attend the next meeting and discuss our options.

NEW BUSINESS

Sewer Rate Resolution - **A motion was made by Beth Hillmar and seconded by Walt Darraugh to correct a typographical error on Sewer Rate Resolution 01-2019, to reflect the effective date as January 1, 2019. Motion carried unanimously.*

PA One Call Violation Report – They are claiming a line was not marked. Jim went out to mark the line, he wasn't quite sure where they were going to put the bore in. There is a private line that Brandy Springs Park put in and Jim wanted to check with Wilson Construction to see exactly where the bore was going in so he could go back to BSP and find out where their sewer line went through. He met with Wilson Construction before they began and told Jim what they wanted. The man even went with Jim to mark the line. It apparently was not in the timeline and National Fuel turned in the complaint. There was discussion on whether the project was even marked in white, making it a legal One Call. Jim provided pictures of the green paint that was still there last month. The complaint was from work that was done last Fall. Mike Davidson filled out the response form and sent it along with the pictures Jim took and sent it to PUC. We are waiting to hear back from PUC. **A motion was made by Beth Hillmar and seconded by Walt Darraugh to have Jim take pictures of all PA One Call line markings (that will contain time and date picture was taken) and email them to Karen for storage. Motion carried unanimously.*

Bankruptcy Notice – Roger P. & Kimberly M. Burns – 1008 Butler Pike – They are renters, not the property owners. The tax records show the address as 1295 Butler Pike. A pre-lien letter was sent on 2/18/20. Since it is not typical of him to not respond to a lien letter, Roger had Karen contact the owner, who lives in Grove City. He was putting a check in the mail immediately in order to avoid a lien being filed. If it is not received within a week, a property lien will be filed.

Draft of Audit – Maher/Duessel – The 2019 audit is complete. Maher/Duessel sent a draft to Karen. **A motion was made by Dave Swartz and seconded by Beth Hillmar to have a copy of the draft sent to each Board member for review before we receive/approve the final copy. Motion carried unanimously.*

ADJOURNMENT

**A motion was made by Beth Hillmar and seconded by Dave Swartz to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 8:58AM.*

Respectfully Submitted;

Karen B. Shipton
Administrator