

**NESHANNOCK CREEK WATERSHED JOINT MUNICIPAL AUTHORITY**

**Meeting Minutes**

**December 8, 2020**

**8:30AM**

**ATTENDANCE**

Robert Gregory; Beth Hilmar; Dave Swartz; Pat Suhrie; Walt Darraugh, Matthew McConnell (Phone participation); Karen Shipton; Jim Riddle; Dan Goncz.

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

**APPROVAL OF AGENDA**

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

**APPROVAL OF MINUTES FROM THE 11/10/2020 MEETING AS PRESENTED**

***\*A motion was made by Walt Darraugh and seconded by Robert Gregory to approve the minutes from the 11/10/2020 meeting as presented. Motion carried unanimously.***

**PUBLIC COMMENT**

None.

**TREASURER'S REPORT/PAYMENT OF BILLS SUBMITTED**

Walt Darraugh reported the following:

**Short Lived Asset Reserve FNB Account:** Opening Balance as of 10/30/20: \$50,151.50. There was (1) transfer in the amount of \$3582.25. Ending balance as of 11/30/2020: \$53,733.75.

**Asset Reserve Restricted FNB Account:** Opening Balance as of 10/30/20: \$22,916.32. There was (1) transfer in the amount of \$1636.88. Ending balance as of 11/30/2020: \$24,553.20.

**General FNB Account:** Opening Balance as of 10/30/20: \$296,342.63. There were (5) Deposits in the amount of \$13,307.06. There were (14) Debits in the amount of \$20,320.68. Ending balance as of 11/30/2020: \$289,329.01.

**\*Karen stated that all bank statements were reconciled and balanced to Quickbooks.**

**NESHANNOCK CREEK WATERSHED JOINT MUNICIPAL AUTHORITY**  
**INVOICES SUBMITTED FOR PAYMENT**  
**12/8/2020**

<b>PAYEE</b>	<b>SERVICE/PRODUCT</b>	<b>AMOUNT</b>
M. Davidson & Associates Inc.	Plant Operations	6227.00
Gannett Fleming	Engineering Services/Through 11/27/20	275.00
Plantation Park Campers Assoc.	Electric Reimb.(to replace lost check from 8/2020)	186.24
Tri-County Industries	Trash/845 Perry Hwy.	71.41
Tri-County Industries	Trash/57 Thompson Rd.	38.95
Penn Power	Electric/845 Perry Hwy.	2004.20
Penn Power	Electric/835A Perry Hwy.	74.04
Penn Power	Electric/57 Thompson Rd.	109.14
Ace fix-it Hardware of Mercer	Snow Shovel; Torch Head; MAP Pro Gas	67.47
J.H. Reiter Fire Extinguisher Svc.	Annual Inspection	121.00
FNB Commercial Credit Card	Diesel/Tractor; Pre-stamped Envelopes	1670.37
William Finley, Jr.	Reimb. For Tap Fee	\$3900.00
Findley Township	Reimb./Admin. Cost/3 <sup>rd</sup> Qtr/2020	\$3584.00
USDA	Loan 92/01	\$74,421.00
USDA	Loan 92/03	\$16,025.00
Asset Reserve/Restricted Account	Monthly Transfer	\$1636.88
Short Lived Asset Account	Monthly Transfer	\$3582.25
<b>Total Invoices:</b>		<b>\$108,774.82</b>
<b>Total Transfers:</b>		<b>\$ 5,219.13</b>
<b>Total Payments:</b>		<b>\$113,993.95</b>

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

**\*Karen stated that all invoices and bank statements were available for immediate review.**

**ENGINEER'S REPORT**

Dan provided a written report that included flows November/2020 at the pump stations and the treatment plant. These figures are year-to-date. Plantation Park numbers have dropped since it's off-season.

The flow meter that was out of service Sept.-Nov. we will estimate those flows for the Wasteload Management Report that is due in March/2020. Included in M. Davidson's report was that the meter was put back into operation.

**OPERATOR'S REPORT**

The plant operated within the permit limits during the month of October/2020.

There are a couple things that need to be set up for totalizing the flow at the flow meter, it will be adjusted.

Drying beds 3 & 4 were cleaned and more were being poured.

There were (3) grinder pumps repaired and (2) were pulled and replaced (10/13 & 10/19).

Jim Riddle stated that Powell will no longer be able to pump the Thompson Rd. pumpstation. It was suggested to get a rolloff box, pump the garbage out and put it in the box for a temporary solution. Dan stated that he would contact Jerry Bowser about the rolloff and see what we can do.

Countryside had their two pumps repaired. Jim feels there is infiltration coming from somewhere. Jim notified the maintenance foreman of this.

## **OLD BUSINESS**

**2021 Proposed Budget - *\*A motion was made by Beth Hilmar and seconded by Dave Swartz to approve the budget as presented. Motion carried unanimously.***

**PUC Report** – Karen gave a brief summary of the progression of this case. The first correspondence we received was last month (Nov/10) saying there was a meeting in Harrisburg to decide our fate and they proposed from this meeting, that it was a 1<sup>st</sup> Offense with (2) violations at \$750.00/each. Then we received an invoice last week (which was emailed to all board members) saying there was a 3<sup>rd</sup> Offense for (2) fines of \$1500.00each. Karen called the PUC and as of today no one has returned the call. Mercer Borough and Aqua Water also were fined and they are fighting the charges. Karen has kept the board Solicitor in the loop with all of the activity. Matt McConnell suggested he call his contact the Governor’s office and see if she can assist us in moving this forward. ***\*A motion was made by Beth Hilmar and seconded by Walt Darraugh to have Karen send an email today(with board Solicitor Roger Shaffer copied), to PUC and notify them we are contesting the charges/fines and also to have Matt McConnell contact Erin Wells at the Governor’s office to assist us in this case. Motion carried unanimously.***

**Electric Quote/2021 - *\*A motion was made by Beth Hilmar and seconded by Walt Darraugh to accept the following quote from Premier Power Solutions for electric:***

<b>Freepoint Energy</b>	<b>36 mo</b>	<b>\$.05321</b>	<b>Dec 2021 – Dec 2024</b>	<b>\$.05654</b>
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***Motion carried unanimously.***

**Loan/Mechanical Bar Screen/Thompson Rd. Pump Station** – Karen contacted (4) banking institutions in the area. There were (2) that sent a proposal for the loan inquiry, Northwest Bank and First National Bank. Huntington Bank said they were going to pass and Mercer Co. State Bank never responded. There was concern over whether the County had to guarantee a loan if we went through FNB. Matt McConnell stated they would be willing to consider a guarantee should it be necessary. ***\*A motion was made by Beth Hilmar and seconded by Walt Darraugh to approve the proposal from First National Bank for a loan of approximately \$300,000 at a tax free 5 yr rate of 2.29% provided FNB is able to hold the rate of 2.29% come January and assuming there is no additional requirement. Motion carried unanimously.***

## **NEW BUSINESS**

**Gannett Fleming, Inc. Proposal for Engineering Services/2021 - \*A motion was made by Matthew McConnell and seconded by Dave Swartz to approve the Proposal as presented for a monthly fee of \$275/month and \$3,000 to prepare and submit the Wasteload Management Report. Motion carried unanimously.**

**Refund of Tap Fee/William Finley, Jr. – Bill is building a new home in Findley Township and his home will be approx. 1200 ft. from the main road. He had his property perc tested and found he can put a regular system in and is requesting his tap fee be refunded. \*A motion was made by Matthew McConnell and seconded by Dave Swartz to refund the \$3,900 tap fee to William Finley, Jr. Motion carried unanimously.**

**2021 Meeting Dates/Time/Location - \*A motion was made by Matthew McConnell and seconded by Robert Gregory to approve the following meeting dates in 2021, including the Jan 12, 2021 Re-Organizational Meeting, for NCWJMA to be held at the Mercer Co. Courthouse; Courthouse Square; Mercer, PA, in the Commissioner's Meeting Room with all meetings beginning at 8:30AM on the following dates: 1/12; 2/9; 3/9; 4/13; 5/11; 6/8; 7/13; 8/10; 9/14; 10/12; 11/9 and 12/14. Motion carried unanimously.**

**Board Appointment/Springfield Township – Karen sent an email to Springfield Township asking them for a letter of appointment.**

**Phone Call to Erin Wells, PA Governor's Office, Director of the Northwest Regional Office – Matthew McConnell explained to Erin our issue with the PUC alleged violation(s). He stated that our phone calls have not been returned and that we have received multiple fines to date. Commissioner McConnell explained that we are asking for help in understanding and some assistance in talking with the PUC in order to resolve the issue. He stated it is a very strange coincidence for (3) entities (NCWJMA; Mercer Borough and Aqua Water) to have all made the same mistake/error.**

## **ADJOURNMENT**

**\*A motion was made by Dave Swartz and seconded by Walt Darraugh to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 10:00 AM.**

Respectfully Submitted;

Karen B. Shipton  
Administrator