

**NESHANNOCK CREEK WATERSHED JOINT MUNICIPAL AUTHORITY**

**Meeting Minutes**

**January 12, 2021**

**8:30 AM**

**ATTENDANCE**

Robert Gregory; Pat Suhrie; Dave Swartz; Walt Darraugh; Dan Goncz; Karen Shipton; Jim Riddle. Matthew McConnell attended via phone conference.

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

**BOARD RE-ORGANIZATION**

**Re: Springfield Township Board Representative - *\*A motion was made by Walt Darraugh and seconded by Robert Gregory to accept the letter submitted from Springfield Township appointing Dave Swartz as their NCWJMA board representative. Motion carried unanimously.***

**Re: Appointment of Officers - *\*A motion was made by Walt Darraugh and seconded by Matthew McConnell to keep the current slate of officers for 2021 as follows:***

*Chairman – Patrick J. Suhrie*

*Vice Chairman – Dave Swartz*

*Secretary – Robert Gregory*

*Treasurer – Walt Darraugh*

***Motion carried unanimously.***

**Re: Appointment of Administrator - *\*A motion was made by Dave Swartz and seconded by Matthew McConnell to re-appoint Karen Shipton as administrator for 2021. Motion carried unanimously.***

**Re: Appoint Depository - *\*A motion was made by Walt Darraugh and seconded by Dave Swartz to re-appoint First National Bank as our depository for 2021. Motion carried unanimously.***

**Re: Appoint Engineering Firm - *\*A motion was made by Matthew McConnell and seconded by Robert Gregory to re-appoint Gannett Fleming, Inc. as our engineering firm for 2021. Motion carried unanimously.***

**Re: Appointment of Solicitor - *\*A motion was made by Dave Swartz and seconded by Walt Darraugh to re-appoint Roger Shaffer of Barr and Shaffer as our solicitor for 2021 contingent on whether Roger has no conflict of interest with board member Matthew McConnell. Motion carried unanimously.***

**Re: Appointment of Newspaper for Advertising - *\*A motion was made by Walt Darraugh and seconded by Robert Gregory to re-appoint The Record Argus as our media for advertising for 2021. Motion carried unanimously.***

**Re: Confirmation of Appointment of Auditing Firm for 2020 Audit - *\*A motion was made by Walt***

*Darraugh and seconded by Robert Gregory to confirm re-appointment of Maher Duessel as our auditing firm for 2021. Motion carried unanimously.*

**\*\*\*End of Re-Organizational Meeting\*\*\***

**APPROVAL OF MINUTES FROM THE 12/08/2020 MEETING AS PRESENTED**

*\*A motion was made by Dave Swartz and seconded by Walt Darraugh to approve the minutes from the 12/08/2020 meeting as presented. Motion carried unanimously.*

**PUBLIC COMMENT**

None.

**TREASURER'S REPORT**

**Asset Reserve Restricted FNB Account:** Beginning balance as of 11/30/2020: \$24,553.20. There was (1) transfer in the amount of \$1636.88. Ending balance as of 12/31/2020: \$26,190.08.

**Short Lived Asset Reserve FNB Account:** Beginning balance as of 11/30/2020: \$53,733.75. There was (1) transfer in the amount of \$3582.25. Ending balance as of 12/31/2020: \$57,316.00.

**General FNB Account:** Beginning balance as of 11/30/2020: \$289,329.01. There were (7) deposits in the amount of \$70,268.00. There were (10) debits in the amount of \$103,723.66. Ending balance as of 12/31/2020: \$255,873.35.

Statements all balance with Quickbooks

**NESHANNOCK CREEK WATERSHED JOINT MUNICIPAL AUTHORITY**  
**INVOICES SUBMITTED FOR PAYMENT**  
**1/12/2021**

<b><u>PAYEE</u></b>	<b><u>SERVICE/PRODUCT</u></b>	<b><u>AMOUNT</u></b>
M. Davidson & Associates Inc.	Plant Operations	6227.00
M. Davidson & Associates Inc.	Countryside Parts/Labor	660.00
Gannett Fleming, Inc.	Engineering Services/Through 01/01/2021	275.00
Gannett Fleming, Inc.	Partial Work on WLMR	395.00
Plantation Park Campers Association	Electric Reimbursement – November 2020	162.14
Plantation Park Campers Association	Electric Reimbursement – December/2020	217.17
Tri-County Industries	Trash Removal/845 Perry Hwy.	71.41
Tri-County Industries	Trash Removal/57 Thompson Rd.	38.95
Tri-County Industries	Sludge Removal	601.35
Penn Power	Electric/845 Perry Hwy.	2255.71
Penn Power	Electric/835A Perry Hwy.	134.20
Penn Power	Electric/57 Thompson Rd.	131.85
Ace fix-it Hardware of Mercer	Fasteners, Mice Bait	16.69
Findley Township	Reimb./Mineral Oil/Amazon	71.52
Ben L. Miller	Tarps/Storage/Repair	200.00
Record Argus	Advertising	41.40
Flow Media, Incorporated	Removal/Installation/Calibration of FM	4500.00
Dillon, McCandless, King, Coulter & Graham, LLP	Overpayment/Mo. User Fee	128.00
Cummins Sales and Service	Generator Maint. Agreement	2376.06
Asset Reserve/Restricted FNB Account	Monthly Transfer	1636.88
Short Lived Asset FNB Account	Monthly Transfer	3582.25
<b>TOTAL INVOICES:</b>		<b>\$18,503.45</b>
<b>TOTAL TRANSFERS:</b>		<b>\$ 5,219.13</b>
<b>TOTAL PAYMENTS:</b>		<b>\$23,722.58</b>

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

## **ENGINEER'S REPORT**

The flows for 2020: Plantation Park is at 55 edu's, which is what we have been charging them. The treatment plant meter was out of service September-November and part of December. It's back online now and Dan will estimate the flows for the Wasteload Management Report. This report is due to DEP 3/31/2021.

## **OPERATOR'S REPORT**

The plant operated within its permit limits for the month of November/2020. The flow meter is back in operation. Sludge was cleaned off of beds 3 and 4. All 4 drying beds were then poured. The fire extinguishers were updated/inspected. The pump stations are all operating properly and there were (2) call outs. There was discussion on what to do temporarily with the debris coming out of the pump station at the jail. Dan will contact Matt with IWC and see if we can get a roll off box.

## **OLD BUSINESS**

**Re: PUC Report** – Karen reported that the (2) \$1500 fines did not belong to NCWJMA, they belonged to National Fuel. There are now (4) of us that received a violation. Karen sent an email stating we are disputing the allegations. They will not be meeting in January, hopefully they will meet in February or later. They will notify us of the next hearing date.

**Re: Loan for Mechanical Bar Screen** – FNB does not need a municipal guarantee if we borrow the money through them. There are (5) things that we will need to do if we borrow the money through Rural Development. 1.75%/40 years is the current rate through RD. FNB is at 2.29%/5 years tax free. Dan will have something put together for the board to look at, at the 2/9/2021 meeting.

## **NEW BUSINESS**

**Re: Resolution No. 01-2021 Fee Schedule Resolution** - *\*A motion was made by Pat Suhrie and seconded by Walt Darraugh to approve Resolution No. 01-2021 Fee Schedule Resolution. Motion carried unanimously.*

## **ADJOURNMENT**

A motion was made by Walt Darraugh and seconded by Pat Suhrie to adjourn the meeting. Motion carried. Meeting adjourned at 9:27 AM.

Respectfully Submitted;

Karen B. Shipton  
Administrator

