

NESHANNOCK CREEK WATERSHED JOINT MUNICIPAL AUTHORITY

Meeting Minutes

January 11, 2022

8:30 AM

ATTENDANCE

Robert Gregory; Matthew McConnell; Clifford Hughes; Pat Suhrie; Dave Swartz; Walt Darraugh; Dan Goncz; Karen Shipton, Jim Riddle.

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

BOARD RE-ORGANIZATION

Re: Findley Township Board Representative - **A motion was made by Matthew McConnell and seconded by Clifford Hughes to accept the letter submitted from Findley Township appointing Pat Suhrie as their NCWJMA board representative. Motion carried unanimously.*

Re: Appointment of Officers - **A motion was made by Dave Swartz and seconded by Matthew McConnell to keep the current slate of officers for 2022 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 Matthew McConnell and seconded by Dave Swartz to re-appoint Karen Shipton as administrator for 2022. Motion carried unanimously.*

Re: Appoint Depository - **A motion was made by Matthew McConnell and seconded by Robert Gregory to re-appoint First National Bank as our depository for 2022. Motion carried unanimously.*

Re: Appoint Engineering Firm - **A motion was made by Matthew McConnell and seconded by Walt Darraugh to re-appoint Gannett Fleming, Inc. as our engineering firm for 2022. Motion carried unanimously.*

Re: Appointment of Solicitor - **A motion was made by Matthew McConnell and seconded by Walt Darraugh to re-appoint Roger Shaffer of Barr and Shaffer as our solicitor for 2022. Motion carried unanimously.*

Re: Appointment of Newspaper for Advertising - **A motion was made by Matthew McConnell and seconded by Robert Gregory to re-appoint The Record Argus as our media for advertising for 2022. Motion carried unanimously.*

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

APPROVAL OF MINUTES FROM THE 12/14/2021 MEETING AS PRESENTED

**A motion was made by Matthew McConnell and seconded by Robert Gregory to approve the minutes from the 12/14/2021 meeting as presented. Motion carried unanimously.*

PUBLIC COMMENT

None.

TREASURER'S REPORT

General FNB Account: Beginning balance as of 12/01/2021: \$322,939.82. There were (7) deposits in the amount of \$22,590.74. There were (16) debits in the amount of \$111,218.30. Ending balance as of 12/31/2021: \$234,312.26.

Asset Reserve Restricted FNB Account: Beginning balance as of 11/30/2021: \$44,195.76. There was (1) transfer in the amount of \$1636.88. Ending balance as of 12/30/2021: \$45,832.64.

Short Lived Asset Reserve FNB Account: Beginning balance as of 11/30/2021: \$96,720.75. There was (1) transfer in the amount of \$3582.25. Ending balance as of 12/31/2021: \$100,303.00.

Statements all balance with Quickbooks.

Karen has copies of all invoices and bank statements present should anyone want to review.

NESHANNOCK CREEK WATERSHED JOINT MUNICIPAL AUTHORITY
INVOICES SUBMITTED FOR PAYMENT
01/11/2022

<u>PAYEE</u>	<u>SERVICE/PRODUCT</u>	<u>AMOUNT</u>
M. Davidson & Associates Inc.	Plant Operations/Service Call Repairs	6427.00
M. Davidson & Associates Inc.	Cleaning the Jail Bar Screen/Multiple Days	400.00
Gannett Fleming	Eng. Svcs. Mech Barscreen Project	3610.00
Gannett Fleming	Eng. Svc. Rendered Through 12/31/21	275.00
Plantation Park Campers Assoc	Electric Reimb.	137.69
Tri-County Industries	Trash/845 Perry Hwy.	76.41
Tri-County Industries	Trash/57 Thompson Rd.	41.68
Penn Power	Electric/845 Perry Hwy.	2090.17
Penn Power	Electric/835A Perry Hwy.	162.59
Penn Power	Electric/57 Thompson Rd.	127.92
Mercer Co. Prothonotary	Removal of (2) Liens	15.00
Ground Tech Inc.	Vacuum Service/Box Rental	2327.50
Ace fix-it Hardware	Maint./Repair Supplies	109.76
Findley Township	Reimb. Admin. Costs/3 rd & 4 th Qtr/2021	7833.38
Dalton Service Co. LLC	Pumped 49,500 Gal Sludge From Plant	5940.00
Record Argus	Advertising	31.45
PA One Call System, Inc.	Monthly User Fee	12.90
Asset Reserve/Restricted Account	Monthly Transfer	\$1636.88
Short Lived Asset Account	Monthly Transfer	\$3582.25
Total Invoices:		\$29,618.45
Total Transfers:		\$ 5,219.13
Total Payments:		\$34,837.58

**A motion was made by Walt Darraugh 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 month was slow. Dan is currently working on the Wasteload Management Report for 2021.

Plantation Park – Used 50 edu's in 2021. Karen will change their rate to reflect this for 2022.

Thompson Rd. Pumpstation – They are working on the layout for the screening unit. We will have to relay about 200 ft. of sewer line going up the hill towards the jail. There is a manhole at the top of the hill from the pumpstation. The slope coming down the hill is too steep and it hits the bottom and it goes and makes the turn and goes through that stationery screen, it's too flat. We need to be able to get fall to get it to come into the screening unit and drop down through the unit rather than straight through. This will help the solids to go through and the garbage to get picked up. This will be done as part of the project. It's not deep sewer so there is not a huge cost associated with this.

Flows for the Facilities – Dan cautioned about the information for the wastewater treatment plant as the meter was out of service for a month and a half.

OPERATOR'S REPORT

The flow for November/2021 was 71,000/gal/day.

The plant operated within its permit limits.

Two drying beds were filled in November.

Debris was cleaned at the outfall.

There were (2) pumpstation call outs and (2) repairs that were made.

Jim has had some trouble keeping the Ph up, but with winter here, it's good. In the summertime, he struggles with keeping the Ph up. More flow in the summer would help.

OLD BUSINESS

NEW BUSINESS

Re: Lawnmower for Plant – Jim Riddle inquired about whether we can look into a bigger lawnmower for the plant.

Re: Resolution No. 01-2022 Fee Schedule Resolution - **A motion was made by Walt Darraugh and seconded by Dave Swartz to approve Resolution No. 01-2022 Fee Schedule Resolution. Motion carried unanimously.*

ADJOURNMENT

**A motion was made by Clifford Hughes to adjourn the meeting. Motion carried unanimously.*
Meeting adjourned at 9:06 AM.

Respectfully Submitted;

Karen B. Shipton
Administrator