

NESHANNOCK CREEK WATERSHED JOINT MUNICIPAL AUTHORITY

Meeting Minutes

April 12, 2022

8:30 AM

ATTENDANCE

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

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

*Karen stated that the meeting was being recorded.

APPROVAL OF THE AGENDA AS PRESENTED

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

APPROVAL OF MINUTES FROM THE 3/08/2022 MEETING AS PRESENTED

****A motion was made by Walt Darraugh and seconded by Matthew McConnell to approve the minutes from the 3/08/2022 meeting as presented. Motion carried unanimously.***

PUBLIC COMMENT

Joseph E. Davis III is interested in purchasing property at 897 Butler Pike; Mercer, PA, currently owned by Jared Reeher. The property has delinquent fees in the amount of approximately \$9000.00 with several liens filed against the property. Mr. Davis is asking the board to reduce the amount owed so he would be able to purchase this property. The property price (.84 acres) is \$13,500.00. Mr. Davis also reported that the grinder pump is within 10' of the water well and questioned whether that would be an issue. Dan Goncz stated that the grinder pump is ok where it is, a septic tank can't be within 10' of a water well. There are also some outstanding tax bills due. Several board members explained to Mr. Davis on how a transition of property works and we can't just wipe out \$9000.00 plus worth of debt and it wouldn't be fair to the other authority customers to do this. They advised him to speak to his attorney on how to move forward.

TREASURER'S REPORT

Treasurer Walt Darraugh reported the following:

First National Bank sent letters regarding both of the accounts below to the office stating they would be issuing a \$10.00/account/month fee for dormancy. The fact that we transfer monies each month from the general account doesn't matter. Karen made a deposit of \$.01 into each account so these fees will not be assessed. We need to do this every (2) years.

Short Lived Asset Reserve Account: Last Statement (3/01/2022) Balance: \$107,467.50. One Deposit and One Transfer: \$3582.26. Balance as of 3/31/2022 : \$111,049.76.

Asset Reserve Restricted Account: Last Statement (3/01/2022) Balance: \$49,106.40. One Deposit and One Transfer: \$1636.89. Balance as of 3/31/2022 : \$50,743.29

General Account: Last Statement (3/01/2022) Balance: \$283,864.32. (8) Deposits of \$43,522.37 and (17) Disbursements of \$44,944.51. Balance as of 3/31/2022: \$282,442.18.

NESHANNOCK CREEK WATERSHED JOINT MUNICIPAL AUTHORITY
INVOICES SUBMITTED FOR PAYMENT
4/12/2022

<u>PAYEE</u>	<u>SERVICE/PRODUCT</u>	<u>AMOUNT</u>
M. Davidson & Associates Inc.	Plant Operations/Service Call Repairs	6697.00
M. Davidson & Associates Inc.	Cleaning the Jail Bar Screen/Multiple Days	400.00
Gannett Fleming	Eng. Svc. Rendered Through 3/25/2022	300.00
Gannett Fleming	Thompson Rd. Design Phase	5510.00
Aquafix, Inc.	SmartBOD	392.21
Plantation Park Campers Assoc.	Electric Reimb.	161.94
Tri-County Industries	Trash/845 Perry Hwy.	83.29
Tri-County Industries	Trash/57 Thompson Rd.	45.43
Ben Miller Tarps	Removed (2) Pit Covers/Maintained	400.00
Penn Power	Electric/845 Perry Hwy.	2192.72
Penn Power	Electric/835A Perry Hwy.	175.76
Penn Power	Electric/57 Thompson Rd.	160.12
Ace fix-it Hardware	Maint./Repair Supplies	27.30
PA One Call System, Inc.	Monthly User Fee	23.40
Homer Sanitary	Haul Sewage	400.00
USA Blue Book	Skim Net/Lifting Eye/FI Green Paint	222.68
FNB Commercial Credit Card	Amazon/Bulbs	10.43
Asset Reserve/Restricted Account	Monthly Transfer	\$1636.88
Short Lived Asset Account	Monthly Transfer	\$3582.25
Total Invoices:		\$17,202.28
Total Transfers:		\$ 5,219.13
Total Payments:		\$22,421.41

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

Karen gave an update on a couple customer issues, one with a check that was received that had a message printed on the check that cashing the check would require the account being closed. Karen sent the check to solicitor Roger Shaffer for review and he advised to not cash the check but ask for a new one with no message. This was done and the check was received and deposited.

The second issue is with former customer Barley House Brewing Co. LLC who has an outstanding balance of \$158.40. (1 month fee of \$144.00 plus \$14.40 late fee) The business was sold at auction on 6/1/21. The deed was recorded on 6/15/21. No one contacted the authority office to get a balance, they used the last statement they had received. The previous owner, Mr. Lutz has ignored all phone calls and sends the statements back. Karen will check with Roger Shaffer on how to proceed.

**A motion was made by Walt Darraugh and seconded by Matthew McConnell to approve the payment of bills for April 2022 as presented. Motion carried unanimously.*

ENGINEER'S REPORT

The flows have been up everywhere for the first quarter of 2022 due to the wet weather we have experienced. Dan monitors those every month.

Thompson Rd. Pumpstation: We are ready to advertise for bids on 5/6/22 to be opened on 6/8/22. We will have to replace the service entrance at this location from 100 to 200 amps. Dan informed Penn Power what needs done with that. We did not include a shelter for the new unit. Dan believes we should do something similar to what we do with the clarifiers. Everything will be heat traced for the water that is needed for that. We also will replace sewer line going up the hill towards the jail to the first manhole up the hill that needs to be raised to come into the new chamber at a higher elevation. June 8, 2022 at 9am is the bid opening will be at the Gannett Fleming, Inc. office.

Dan spoke to an individual going out past the high school, who wants to extend the sewer line and wanted to know how much it would cost to connect to Applewood Lane.

The bridge on SR19 - They are starting to put in the bypass to go around the bridge. The sewer line was relocated.

OPERATOR'S REPORT

Everything has been running relatively normal.

There were high alarms at Plantation Park due to the large amount of rainfall.

There was (1) grinder pump call-out and (1) grinder pump was repaired.

OLD BUSINESS

Re: Lawnmower - Karen provided pictures/prices of several different models for the board to review. Matthew McConnell stated that Munnell Run has a used mower they don't use. They are allowed to sell to another municipality without bidding. Commissioner McConnell doesn't know the condition of the mower.

**A motion was made by Clifford Hughes and seconded by Robert Gregory to have Chairman Pat Suhrie and Plant Operator Jim Riddle go take a look at it and if it is in good working order we will try it out. Motion carried. Matthew McConnell abstained from the vote.*

NEW BUSINESS

None.

ADJOURNMENT

**A motion was made by Matthew McConnell and seconded by Clifford Hughes to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:15AM.*

Respectfully Submitted;

Karen B. Shipton
Administrator