

**NESHANNOCK CREEK WATERSHED JOINT MUNICIPAL AUTHORITY**

**Meeting Minutes**

**August 8, 2023**

**8:00 AM**

**ATTENDANCE**

Board: Dale Bestwick; Pat Suhrie; Clifford Hughes; Robert Gregory

Guests: Dan Goncz (Gannett Fleming, Inc.) Jim Riddle (M. Davidson Associates)

Administrator: Karen B. Shipton.

***\*The Meeting Opened with the Pledge to the U.S. Flag at 8:00AM\****

***\*Karen stated that the meeting was being recorded\****

**APPROVAL OF AGENDA**

***\*A motion was made by Dale Bestwick and seconded by Clifford Hughes to approve the agenda as presented. Motion carried unanimously.***

**APPROVAL OF MINUTES FROM THE 7/11/2023 MEETING AS PRESENTED**

***\*A motion was made by Robert Gregory and seconded by Dale Bestwick to approve the minutes from the 7/11/2023 meeting with the correction of changing date on the sealcoating to 2021 . Motion carried unanimously.***

**PUBLIC COMMENT**

None.

**TREASURER'S REPORT**

Karen reported the following:

**Short Lived Asset Reserve Account:** Last Statement (7/1/2023) Balance: \$164,783.51. One Transfer: \$3582.25. Balance as of 7/31/2023 : \$168,365.76.

**Asset Reserve Restricted Account:** Last Statement (7/1/2023) Balance: \$75,296.49. One Transfer: \$1636.88. Balance as of 7/31/2023 : \$76,933.37.

**General Account:** Last Statement (7/01/2023) Balance: \$210,025.32. There were (5) deposits of \$116,080.47. There were (14) payments of \$125,211.71. Balance as of 7/31/2023: \$200,894.08.

\*A copy of the invoices to be paid is attached at the end of this report.

\*All invoices and reconciled bank statements are available for review.

***\*A motion was made by Dale Bestwick and seconded by Clifford Hughes to accept the treasurer's report as presented and to approve payment of the invoices submitted. Motion carried unanimously.***

**ENGINEER'S REPORT**

Dan Goncz reported the following:

The flows are on the average for year to date.

**Thompson Rd. Pumpstation** – There are (2) pay requests and the punch list is complete.

Contract #1: Pennwest Specialized Services - \$40,902.60. This will be the final payment.

Contract #2: Penn-Ohio Electric - \$1880.00. Dan does not have the final paper closeout documents yet. Hold the check until Dan gets that to me.

*\*A motion was made by Dale Bestwick and seconded by Clifford Hughes to pay these two final contract requests as presented. Motion carried unanimously. Karen will send to the county for reimbursement from the grant.*

**Interstate Property** – Nothing new to report.

**PA State Police Barracks** – We are still waiting on the revised drawings and the \$1000 check.

### **OPERATOR'S REPORT**

Flows were good at the treatment plant. Everything was within the permit limits.

No grinder pump call-outs.

Dan provided a brochure he is suggesting we send out to customers on a yearly basis on what not to enter into the sewer system.

**Tarp Quote** – To go over top of the screening unit at the jail, similar to the clarifiers. The quote is \$4000 and \$200 semi annually to take it off and put it back on. It won't cover the back.

*\*A motion was made by Dale Bestwick and seconded by Robert Gregory to approve the purchase of the tarp to cover the equipment at a cost of \$4000.00 and the semi annual fee of \$200 to cover and remove. Motion carried unanimously.*

**Countryside Nursing Home** – Karen will send the yearly grease trap letter and also a portion of the Rules and Regulations Book that speaks of grease trap maintenance.

### **OLD BUSINESS**

**Sealcoating of Paved Area at the Plant** – *\*A motion was made by Dale Bestwick and seconded by Clifford Hughes to accept the quote from Big Mac to seal the parking lot at the plant at a cost not to exceed \$5500.00. Motion carried unanimously.*

**Mercer County Jail Surcharge** - *\*A motion was made by Dale Bestwick and seconded by Clifford Hughes to drop the surcharge being charged (\$6/edu) to the Mercer Co. Jail starting on the 8/31/23 statement. Motion carried. Robert Gregory abstained.*

### **ADJOURNMENT**

*\*A motion was made by Dale Bestwick and seconded by Robert Gregory to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 8:52am.*

Respectfully Submitted;

Karen B. Shipton  
Administrator