

NESHANNOCK CREEK WATERSHED JOINT MUNICIPAL AUTHORITY

Meeting Minutes

November 14, 2023

8:00 AM

ATTENDANCE

Board: Robert Gregory; Dale Bestwick, Matthew McConnell; Clifford Hughes; Pat Suhrie; Dave Swartz

Guests: Jim Riddle (M. Davidson Associates); William Finley, Jr. (2024 MC Commissioner); Jim Douglas (East Lackawannock Twp. Supervisor)

Administrator: Karen B. Shipton.

Phone In: Dan Goncz (Gannett Fleming, Inc.)

A list of attendees is on file in the administrator's office.

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 Robert Gregory and seconded by Matthew McConnell to approve the agenda as presented. Motion carried unanimously.***

APPROVAL OF MINUTES FROM THE 10/10/2023 MEETING AS PRESENTED

****A motion was made by Matthew McConnell and seconded by Dale Bestwick to approve the minutes from the 10/10/2023 meeting as presented. Motion carried unanimously.***

PUBLIC COMMENT

None.

TREASURER'S REPORT

Karen reported the following:

Asset Reserve Restricted Account: Last Statement (10/1/2023) Balance: \$80,207.13. One Transfer: \$1636.88. Balance as of 10/31/2023 : \$81,844.01.

Short Lived Asset Reserve Account: Last Statement 10/1/2023) Balance: \$175,530.26. One Transfer: \$3582.25. Balance as of 10/31/2023 : \$179,112.51.

General Account: Last Statement (10/01/2023) Balance: \$245,328.37. There were (7) deposits of \$24,168.14. There were (18) payments of \$39,178.89. Balance as of 10/31/2023: \$230,317.62.

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

****A motion was made by Dave Swartz and seconded by Clifford Hughes to accept the treasurer's report and to approve payment of the invoices submitted. Motion carried unanimously.***

ENGINEER'S REPORT

Re: NPDES Permit Renewal - ****A motion was made by Dale Bestwick and seconded by Matthew McConnell to accept the proposal and quote from Pace Labs in the amount of \$1053.00 to perform the analytical work required for the NPDES Permit renewal. Motion carried unanimously.***

Re: Proposed 2024 Budget - ****A motion was made by Dale Bestwick and seconded by Clifford Hughes to approve the proposed 2024 budget with the addition of an increase of \$4.00/edu for improperly shredded material. Motion carried unanimously.*** Karen will notify Countryside of this increase.

OPERATOR'S REPORT

Plant Operator Jim Riddle read through the Operator's Report.

Re: Blower - ****A motion was made by Matthew McConnell and seconded by Dale Bestwick to send the newest blower out to be rebuilt in Jamestown and have the repairman tell us what is wrong with it and acknowledge there is a new one in stock if we need it. Motion carried unanimously.***

OLD BUSINESS

None.

NEW BUSINESS

Karen will send out notices (after the Authority takes ownership) to the neighbors of Jay and Doniele Russell informing them that if they would like to make connection to the sewer mains they can and that a portion of the tap fee would go back to the Russell's.

ADJOURNMENT

****A motion was made by Matthew McConnell and seconded by Dale Bestwick to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:08am.***

Respectfully Submitted;

Karen B. Shipton
Administrator