

NESHANNOCK CREEK WATERSHED JOINT MUNICIPAL AUTHORITY

Meeting Minutes

January 13, 2026

8:00 AM

ATTENDANCE

Dale Bestwick; Pat Suhrie; Dave Swartz; Clifford Hughes; Robert Gregory; Karen Shipton; Dan Goncz (Phone); Jim Riddle; Crystal Foreman.

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

*Karen Shipton 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.*

BOARD RE-ORGANIZATION

Re: Springfield Township Board Representative – **A motion was made by Clifford Hughes and seconded by Robert Gregory to accept Springfield Township's appointment of Dave Swartz to the NCWJMA Board. Motion carried unanimously.*

Re: Appointment of Officers - **A motion was made by Dave Swartz and seconded by Dale Bestwick to re-appoint Patrick J. Suhrie as Chairman, Dave Swartz as Vice Chairman, Robert Gregory as Secretary and William Finley, Jr. as Treasurer. Motion carried unanimously.*

Re: Appointment of Administrator - **A motion was made by Dale Bestwick and seconded by Dave Swartz to re-appoint Karen Shipton as administrator for 2026. Motion carried unanimously.*

Re: Appoint Depository - **A motion was made by Dave Swartz and seconded by Clifford Hughes to re-appoint First National Bank as our depository for all accounts for 2026. Motion carried unanimously.*

Re: Appoint Engineering Firm - **A motion was made by Dave Swartz and seconded by Dale Bestwick to re-appoint Gannett Fleming, Inc. as our engineering firm for 2026. Motion carried unanimously.*

Re: Appointment of Solicitor - **A motion was made by Dave Swartz and seconded by Clifford Hughes to re-appoint Roger Shaffer of Barr and Shaffer as our solicitor for 2026. Motion carried unanimously.*

Re: Appointment of Newspaper for Advertising - **A motion was made by Clifford Hughes and seconded by Dale Bestwick to re-appoint The Record Argus as our media for advertising for 2026. Motion carried unanimously.*

Re: Meeting Dates/Location/2026 - **A motion was made by Dave Swartz and seconded by Dale Bestwick to hold all meetings for 2026 on the 2nd Tuesday of each month, at the Findley Township Municipal Bldg.; 369 McClelland Rd.; Mercer, PA 16137; at 8:00am. Motion carried unanimously.*

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

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 12/09/2025 MEETING AS PRESENTED

**A motion was made by Dave Swartz and seconded by Dale Bestwick to approve the minutes from the 12/09/2025 meeting as presented. Motion carried unanimously.*

PUBLIC COMMENT

None.

TREASURER'S REPORT

Karen Shipton reported the following:

Short Lived Asset Reserve Account: Last Statement (11/29/2025) Balance: \$268,668.76. One Transfer: \$3582.25. Balance as of 12/31/2025 : \$272,251.01.

Asset Reserve Restricted Account: Last Statement (11/29/2025) Balance: \$122,766.01. One Transfer: \$1636.88. Balance as of 12/31/2025 : \$124,402.89.

General Account: Last Statement (11/29/2025) Balance: \$162,157.44. (8) Deposits of \$53,074.46 and (14) Disbursements of \$109,253.52. Balance as of 12/31/2025: \$105,978.38.

The bank statements reconciled with QB. Karen stated all invoices and bank statement were there should anyone like to review them.

| 5:50 PM 01/12/26 Cash Basis | | Neshannock Creek Watershed Joint Mun. Auth. Expenses by Vendor Summary December 2025 | |
|-----------------------------------|-------|--------------------------------------------------------------------------------------------|------------------------------------|
| | | Dec-25 | |
| | | Ace Fix-It Hardware | 152.12 |
| | | Barber's Chemicals | 460.00 |
| | | Cummins Bridgeway, LLC | 2,524.16 |
| | | Davidson, M. & Associates, Inc. | 7,451.00 |
| | | FNB Commercial Credit Card | 89.85 |
| | | Gannett Fleming, Inc. | 1,200.00 |
| | | Hittle Repair | 637.28 |
| | | NAPA Mercer | 47.29 |
| | | PA One Call System, Inc. | 9.00 |
| | | Penn Power/571/Acct. 577 | 171.37 |
| | | Penn Power/835A/Acct. 502 | 152.59 |
| | | Penn Power/845/Acct. 628 | 3,269.43 |
| | | Record Argus, The | 41.30 |
| | | Tri-County Industries, Inc./57 | 165.79 |
| | | Tri-County Industries, Inc./845 Perry Hwy | 10.00 |
| | | Verizon | 80.02 |
| | TOTAL | | 16,461.20 |
| | | TRANSFERS: Short Lived Asset Reserve Acct.: Asset Reserve Restricted Acct.: | <u>3,582.25</u> <u>1,636.88</u> |
| | | TOTAL TRANSFERS AND INVOICES: | \$21,680.33 |

**A motion was made by Dave Swartz and seconded by Clifford Hughes to approve the treasurer's report and the payment of bills submitted for January/2026 as presented. Motion carried unanimously.*

ENGINEER'S REPORT

Flows for 2025: They were pretty consistent with last year.

Plantation Park – They are being changed from 60 edu's to 55 edu's for 2026 in accordance with the

sewage service agreement.

Maximum Daily Flow at the plant for Dec/2025 was 393,000/day.

SR19 South Sanitary Sewer Extension Project – Since our last meeting, PennVest reached out to Michele Brooks and asked for her support. PennVest meets 1/21/2026. We should know by the next meeting if we were awarded any funding.

The Engineer's Report gave a timeline for permits/approvals needed and their submission dates.

2026 Consulting Engineering Services Agreement - **A motion was made by Dave Swartz and seconded by Robert Gregory to approve the 2026 Consulting Engineering Services Agreement for Gannett Fleming, Inc. for 2026 as presented. Motion carried unanimously.*

SR19 South Project – The sewage facility planning modules are nearing completion. There will be an advertisement for public comment period. They have the comments from the MCRPC and East Lackawannock Twp. Planning Commission. **A motion was made by William Finley, Jr. and seconded by Dave Swartz to advertise the SR19 South Sewer Extension Project. Motion carried unanimously.*

2025 Wasteload Management Report – Dan will need some additional information from Karen in order to finish this and submit it by the 3/31/2026 deadline.

OPERATOR'S REPORT

For Nov/2025 the flow was 0.064 mgd and the plant operated within its permit limits.

No sludge was hauled.

Snow was plowed.

There was (1) grinder pump call-out and a pump repair was made for the pump.

Form 43 Analysis - **A motion was made by Robert Gregory and seconded by Dale Bestwick to approve completion of this report and pay any fee involved. Motion carried unanimously.* This report is done every (3) years.

OLD BUSINESS

8 Clintonville Rd. – Karen reported that the property was sold at Judicial Sale so we should get the delinquent monies due.

NEW BUSINESS

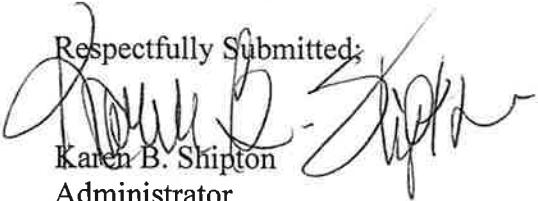
Resolution 01-2026/Fee Schedule Resolution – **A motion was made by Dave Swartz and seconded by Clifford Hughes to approve Resolution 01-2026/Fee Schedule Resolution as presented. Motion carried unanimously.*

Electric Rates - **A motion was made by Dave Swartz and seconded by Clifford Hughes to accept the 36 month bid presented at a rate of .09737. Motion carried unanimously.*

ADJOURNMENT

**A motion was made by Dale Bestwick and seconded by Clifford Hughes to adjourn the meeting. Motion carried unanimously.* Meeting adjourned at 8:39AM.

Respectfully Submitted:


Karen B. Skipton
Administrator