

NESHANNOCK CREEK WATERSHED JOINT MUNICIPAL AUTHORITY

Meeting Minutes

May 12, 2026

8:00 AM

ATTENDANCE

Dale Bestwick; Pat Suhrie; Clifford Hughes; Robert Gregory; Dave Swartz; Bill Finley, Jr.; Dan Goncz; Karen Shipton; Jim Riddle. Public: Gary Butch; Susan Craft

*\*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 Clifford Hughes and seconded by Bill Finley, Jr. to approve the agenda as presented. Motion carried unanimously.*

APPROVAL OF MINUTES FROM THE 4/14/2026 MEETING AS PRESENTED

*\*A motion was made by Bill Finley, Jr. and seconded by Dale Bestwick to approve the minutes from the 4/14/2026 meeting as presented. Motion carried unanimously.*

PUBLIC COMMENT

Susan Craft had some questions about connecting to the sewer line from 27 Cassidy Drive. They will be making two connections but are only ready for one at this time. The other one will most likely come in about (2) years. She can pay the one tap fee now and the second one when they are ready.

TREASURER'S REPORT

Karen Shipton reported the following:

**Asset Reserve Restricted Account:** Last Statement (4/01/2026) Balance: \$129,313.53. One Transfer: \$1636.88. Balance as of 4/30/2026: \$130,950.41.

**Short Lived Asset Reserve Account:** Last Statement (4/01/2026) Balance: \$282,997.76. One Transfer: \$3582.25. Balance as of 4/30/2026: \$286,580.01.

**General Account:** Last Statement (4/01/2026) Balance: \$143,973.88. (7) Deposits of \$16,468.79 and (16) Disbursements of \$30,784.28. Balance as of 4/30/2026: \$129,658.39.

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

<p>1:25 PM 05/11/26 Cash Basis</p>	<p>Neshannock Creek Watershed Joint Mun. Auth. Expenses by Vendor Summary April 2026</p>	<p>Apr 26</p>
	<p>Ace fix-it Hardware 136.72  Barber's Chemicals 845.00  Cummins Bridgeway, LLC 2,389.27  Davidson, M. &amp; Associates, Inc. 7,824.00  FNB Commercial Credit Card 321.02  Gannett Fleming, Inc. 600.00  NAPA Mercer 11:99 / 2-19  Penn Power /57/Acct. 577 205.34  Penn Power/835A/Acct. 502 143.58  Penn Power/845/Acct. 628 2,809.99  Plantation Park Camper's Assoc. 125.81  Tepco Trombold Equipment Co., Inc. 3,769.93  Tri-County Industries, Inc./57 66.88  Tri-County Industries, Inc./845 Perry Hwy 851.98  Verizon 40.00  Watson's Inc. (New) 36.14</p>	<p>20,177.45 65</p>
	<p>TOTAL</p>	<p>1,636.88 3,582.25 425,396.28 79</p>
	<p>Transfers: General Acct. to Asset Res. Acct.:  General Acct. to Short Lived Res. Acct.:</p>	<p>1,636.88 3,582.25</p>
	<p>Total Invoices and Transfers:</p>	<p>425,396.28 79</p>

*\*A motion was made by Bill Finley, Jr. and seconded by Dave Swartz to approve the treasurer's report and the payment of bills submitted for May/2026 as presented. Motion carried unanimously.*

### **ENGINEER'S REPORT**

The flows through April were listed on the Engineer's Report.

Plantation Park is at 42 edu's from Jan-April.

SR19 South Sewer Project – There was a pre-settlement call at 9am on 4/20/2026 for the Pennvest Project. The settlement date is 7/17/2026. There is a series of items under NB to be discussed. Attached to the ER is a project fact sheet. Dan believes we need to send this to the property owners on SR19 after the June meeting. There will be (3) mandatory connections in East Lack. Twp. and (20)+ properties in Springfield Twp. Dan would like all board members to review this fact sheet and come to the June meeting with comments/concerns.

### **OPERATOR'S REPORT**

There were (2) grinder pump call outs. McMillan Rd. and South Erie St. Pumps were replaced.

### **OLD BUSINESS**

**1. Evan and Jamie Kornbau/22 Autumn Drive** — They will be closing on their loan on Friday May 15th and will complete the form and send the fee of \$3900. Also, they will be using one of our approved contractors to make the connection. Capacity letter attached here. Karen will provide the deed to Dan/Maureen once it is recorded so a GPA can be prepared.

### **NEW BUSINESS**

Re: Approve Legal Services Agreement/Barr and Shaffer for SR19 South Sewer Project. *\*A motion was made by Bill Finley Jr. and seconded by Clifford Hughes to approve the Legal Services Agreement/Barr and Shaffer for the SR19 South Sewer Project in the amount of \$12,500.00 plus out of pocket expenses. Motion carried unanimously.*

Re: Appoint Karen Shipton to serve as Asst. Secretary/Treasurer in addition to Administrator and act as assistant to the Secretary and Treasurer officers. *\*A motion was made by Bill Finley, Jr. and seconded by Dave Swartz to approve the appointment of Karen Shipton as Asst. Secretary/Treasurer in addition to Administrator and act as assistant to the Secretary and Treasurer officers. Motion carried unanimously.*

Re: Adopt Resolution No.02-2026 Resolution to Borrow funds from Pennvest. *\*A motion was made by Dave Swartz and seconded by Bill Finley, Jr. to approve Resolution No. 02-2026 as presented. Motion carried unanimously.*

Re: Adopt Resolution No. 03-2026 Reimbursement Resolution to borrow funds from the General Account Fund during the SR19 South Sewer Project. *\*A motion was made by Bill Finley, Jr. and seconded by Clifford Hughes to approved Resolution No. 03-2026 as presented. Motion carried unanimously.*

Re: Adopt Resolution No. 04-2026 Sewer Rate Resolution committing to set the sewer user fees required for the State Route 19 South Sewer Project, 3 months prior to beginning the amortization schedule. *\*A motion*

*was made by Dave Swartz and seconded by Dale Bestwick to approve Resolution No. 04-2026 as presented. Motion carried unanimously.*

Re: Make application to USDA for Partial Release, Subordination, or Consent from USDA for the Authority to borrow funds from Pennvest. *\*A motion was made by Bill Finley, Jr. and seconded by Dave Swartz to make application to USDA for Partial Release, Subordination, or Consent from USDA for the Authority to borrow funds from Pennvest. Motion carried unanimously.*

Re: Motion to approve the Certificate of Debt – Documenting Authority’s inability to refinance USDA debt. *\*A motion was made by Bill Finley, Jr. and seconded by Dave Swartz to approve the Certificate of Debt- Documenting the Authority’s inability to refinance USDA debt. Motion carried unanimously.*

Re: Motion to approve the draft Authority 2028 Budget demonstrating rates sufficient to offset anticipated Authority expenditures. *\*A motion was made by Dave Swartz and seconded by Robert Gregory to approve the draft Authority 2028 Budget demonstrating rates sufficient to offset anticipated Authority expenditures. Motion carried unanimously.* The payment will come automatically out of our account on a monthly basis.

Re: Motion to execute the State Route 19 South Sewer Project construction contract(s).

1) Execute Contracts #1(Pennwest Specialized Services) & #2(Wagner Electric) - *\*A motion was made by Bill Finley, Jr. and seconded by Dale Bestwick to approve Contracts #1 & #2 as presented above. Motion carried unanimously.*

2) Execute Contract #3 (Heckman Diversified Construction Services) contingent upon receipt of acceptable Certificates of Insurance. All Contractors have until May 1<sup>st</sup> to present their bonds and insurance. Dan has everything except the Certificate of Insurance for Heckman Div. Con. Svcs. He gave him until 9:00am today to present it. *\*A motion was made by Bill Finley, Jr. and seconded by Dale Bestwick to approve Contract #3(Heckman Diversified Construction Services) contingent upon receipt of an acceptable Certificate of Insurance. Motion carried unanimously.*

Re: Open a new bank account for Pennvest funds. *\*A motion was made by Clifford Hughes and seconded by Bill Finley, Jr. to approve the opening of a new account at First National Bank for the Pennvest funds. Signers will be 1. Pat Suhrie; 2. Bill Finley, Jr. and 3. Robert Gregory. Motion carried unanimously.*

### ADJOURNMENT

*\*A motion was made by Bill Finley, Jr. and seconded by Dave Swartz to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 8:45 AM.*

Respectfully Submitted;

Karen B. Shipton  
Administrator

