

**NESHANNOCK CREEK WATERSHED JOINT MUNICIPAL AUTHORITY**

**Meeting Minutes**

**October 10, 2023**

**8:00 AM**

**ATTENDANCE**

**Board:** Dale Bestwick; Pat Suhrie; Matthew McConnell; Clifford Hughes; Robert Gregory.

**Guests:** Jim Riddle (M. Davidson Associates); P.J. (M. Davidson Associates).

**Administrator:** Karen B. Shipton.

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

**APPROVAL OF MINUTES FROM THE 9/12/2023 MEETING AS PRESENTED**

***\*A motion was made by Matthew McConnell and seconded by Clifford Hughes to approve the minutes from the 9/12/2023 meeting as presented. Motion carried unanimously.***

**PUBLIC COMMENT**

None.

**TREASURER'S REPORT**

Karen reported the following:

**Asset Reserve Restricted Account:** Last Statement (9/1/2023) Balance: \$78,570.25. One Transfer: \$1636.88. Balance as of 9/29/2023 : \$80,207.13.

**Short Lived Asset Reserve Account:** Last Statement 9/1/2023) Balance: \$171,948.01. One Transfer: \$3582.25. Balance as of 9/29/2023 : \$175,530.26.

**General Account:** Last Statement (9/01/2023) Balance: \$262,556.69. There were (3) deposits of \$65,857.92. There were (8) payments of \$83,086.24. Balance as of 9/29/2023: \$245,328.37.

\*There were (2) invoices that were approved at the last meeting but did not appear on the list of bills to be paid:

PennWest Specialized Contracting (mechanical barscreen project) in the amount of \$15,439.66 (we already paid \$1939.66 of this last month) so the amount due will be \$13,500.00. Also Suhrie Excavating (replace roof over drying beds) in the amount of \$14,213.00.

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

***\*A motion was made by Dale Bestwick and seconded by Robert Gregory to accept the treasurer's report with the change of removing the sales tax on the invoice for Dearing Compressor and to***

*approve payment of the invoices submitted. Motion carried unanimously.*

### **ENGINEER'S REPORT**

Karen Shipton read the Engineer's report in Dan Goncz's absence.

1. Motion to accept Gannett Fleming Annual Consulting Engineering Services Proposal for 2024. ***\*A motion was made by Matthew McConnell and seconded by Dale Bestwick to approve the Gannett Fleming Annual Consulting Engineering Services Proposal for 2024 as specified. Motion carried unanimously.***

2. Motion to accept the Grinder Pump Operation and Maintenance Agreement for the Russell Property contingent upon Solicitor and Engineer's Approval. ***\*A motion was made by Dale Bestwick and seconded by Robert Gregory to accept the Grinder Pump Operation and Maintenance Agreement for Jay & Danielle Russell contingent upon Solicitor and Engineer's approval. Motion carried unanimously.***

3. Motion to accept the Grinder Pump Operation and Maintenance Agreement for the Spring Valley Golf Course (Mills) Property contingent upon Solicitor and Engineer's Approval. ***\*A motion was made by Matthew McConnell and seconded by Dale Bestwick to accept the Grinder Pump Operation and Maintenance Agreement for the Spring Valley Golf Course (Mills) property contingent upon Solicitor and Engineer's approval. Motion carried unanimously.***

4. Motion to accept the Grinder Pump Operation and Maintenance Agreement for the PA State Police Barracks (RED Mantini) Property contingent upon Solicitor and Engineer's Approval. ***\* A motion was made by Matthew McConnell and seconded by Cliff Hughes to accept the Grinder Pump Operation and Maintenance Agreement for the PA State Police Barracks (RED Mantini) property contingent upon Solicitor and Engineer's approval. Motion carried unanimously.***

### **OPERATOR'S REPORT**

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

### **OLD BUSINESS**

None.

### **NEW BUSINESS**

None.

### **ADJOURNMENT**

***\*A motion was made by Matthew McConnell and seconded by Cliff Hughes to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 8:52am.***

Respectfully Submitted;

Karen B. Shipton  
Administrator