

**NESHANNOCK CREEK WATERSHED JOINT MUNICIPAL AUTHORITY**  
**Phone: (724)748-4808 Fax: (724)748-5668**  
**369 McClelland Road**  
**Mercer, PA 16137**

**MEETING MINUTES**

**March 16, 2016**

**8:15 AM**

*The Authority meets the second Wednesday of each month at 8:15 AM in the County Commissioner's Meeting room at the Mercer County Courthouse, Mercer, PA.*

**THE NEXT MEETING IS SCHEDULED FOR APRIL 13, 2016 AT 8:15 AM**

**ATTENDANCE**

Bob Gregory, John Lechner, Jerry Johnson, Paul Minner, Dan Goncz, Karen Shipton, Deb Shaulis, Deb Plant, David Swartz, Deb Shaulis.

**\*The Meeting Opened with the Pledge to the U.S. Flag at 8:15 AM\***

**APPROVAL OF MINUTES FROM THE 02/10/16 MEETING AS PRESENTED**

*\*A motion was made by Bob Gregory and seconded by John Lechner to approve the minutes from the February 10, 2016 meeting as presented. Motion carried unanimously.*

**PUBLIC COMMENT**

David Swartz, Springfield Township Supervisor wanted to introduce himself and wanted to inform the NCWJMA Board that the Springfield Township Supervisors are interested in Springfield Township rejoining the Authority.

**TREASURER'S REPORT**

Beginning balance: \$8455.61. Deposits: \$126,260.07. Service Charge: \$3.00. Expenses: \$2770.05. Current Balance: \$131,942.63.

*\*A motion was made by Jerry Johnson and seconded by Pat Suhrie to approve the treasurer's report as presented. Motion carried unanimously.*

**ENGINEER'S REPORT**

**SEWAGE FACILITIES PROJECT STATUS REPORT**

**Officers:**

**Chairman:**

Paul Minner

**Vice**

**Chairman:**

Patrick J. Suhrie

**Treasurer:**

John Lechner

**Secretary:**

Bob Gregory

**Rec Sec'y:**

Karen Shipton

**Board**

**Members:**

**Mercer**

**County:**

John Lechner

**Coolspring**

**Twp:**

Paul Minner

**East Lack**

**Twp:**

Robert Gregory

**Findley Twp:**

Patrick J. Suhrie

**Mercer Boro:**

Jerry Johnson

Dan reviewed the written Engineer's Report (on file at the Authority office) on the project status including Contract No's 1, 2, 3, 4, 5, 6, 7, 8, Milestone Schedule, Construction Observation Services Budget.

In order to obtain the required pump station power from Plantation Park it will be necessary to make connection at an existing junction box near the pool house. The conductor size will also have to be increased to 15KVA conductors, the primary power extended to the pump station and a transformer installed. The additional cost associated with this change to obtain power for the Plantation Park Pump Station is \$45,782.00. An alternative to this additional construction cost would be to have Penn Power install underground service from state Route 58 directly to the pump station. However, Penn Power's cost for this service would be significantly more as Penn Power indicated at our initial site visit in 2014 that their cost for this service would be cost prohibitive. A copy of the change order proposal from Blackhawk-Neff is included in the meeting packet along with the USDA RUS review comments and approval. This change order is the best permanent power solution for the Plantation Park Pump Station with the exception of direct service from Penn Power at a considerably higher cost.

***\*A motion was made by Pat Suhrie and seconded by Bob Gregory to approve the \$45,782.00 additional cost for the new service for the Pump Station at Plantation Park. Motion carried unanimously.***

RUS loan closing date is anticipated to be June 8, 2016.

Special meeting held 3/2/16 – Authority Change Order No. 1 to Contract No. 3 was approved for the additional cost associated with the need to use 10-foot and 12-foot depth grinder pump units.

Future Change Orders anticipated for the Authority's consideration include:

Contract No's. 1-4/Unit Bid Items final quantity adjusting change orders.

Contract No. 7 – Additional cost for sales tax being charged for the Control Building signage that is being provided by the building manufacturer. The supplier will not accept a second party tax exempt number.

Change Order Summary is attached to the Engineer's Report/Attachment 7.

## **PROJECT FUNDING**

***\*A motion was made by John Lechner and seconded by Pat Suhrie to approve payment of Requisition No. NW-7 in the amount of \$1,199,228.47. Motion carried unanimously.***

A complete breakdown of payees and amounts for Requisition No. NW-7 is included in the Engineer's Report/Attachment 8.

## **INITIAL OPERATION & MAINTENANCE**

The items from USA Blue Book were ordered and everything has arrived except for the line transmitter which comes from Las Vegas. It should arrive this week. Attachment 9 shows the initial materials and supplies needed for operation of the sewage facilities so that a submission can be made to USDA rural Development (RUS) for approval. These items would have to be pre-approved by RUS prior to using grant funds available. The Board should review the list, make any edits and return it to Gannett Fleming by March 30<sup>th</sup> so that the request for use of remaining grant funds can be submitted to RUS. Dan reviewed the list (Attachment 9).

### **STATE ROUTE 58 SEWAGE FACILITIES PROJECT**

Findley Township has requested that Gannett Fleming look into using remaining grant funds to extend the pressure sewer system from McMillan Road east along SR 58 in Findley Township to provide sewage service to 15 EDU's. Attachment 10 is the cost estimate. Dan sent this to Rural Development and received a letter back saying "no" we cannot using grant funds, it would have to be re-submitted. We will set this aside for a potential future project.

### **OLD BUSINESS**

Dan reviewed a memo from Board Solicitor Roger Shaffer regarding changes made to the Contract Operations Agreement from M. Davidson and Associates.

- Item #1 – M. Davidson's Goal - Needs changed to "shall operate".
- Item #2 – Maintenance – Needs to be a definition of what their capabilities are.
- Item #3 – Sludge Disposal – The Authority should obtain competitive bids if requested and desired by the Authority.
- Item #4 & #5 – Davidson is referring to his own employees and their training and certification. This needs to be spelled out.
- Item #6 – Needs changed to respond to all grinder pump or pressure sewer calls or notifications or malfunctions or request for service in a timely manner.
- Contract Period – In compensation, needs changed to either party may terminate this agreement prior to 9/1 of each year in order to terminate the contract on Jan 1<sup>st</sup> of the following year, which is still 120 days.
- Roger wants it stated that Davidson can't sign the agreement without the Authority's permission. Davidson will want the same thing on his end.
- Indemnification goes both ways too.
- Notify Authority immediately of any emergency situations and within 24 hours of any extraordinary repairs.

Dan will send the revised contract to Davison to have the changes made and then send back to Roger for approval at the April meeting.

Chris/Reinhart's Insurance provided our policy yesterday. He will be at our April meeting.

Annual Audit – Karen contacted Black, Bashor & Porsch, LLP to set up an appointment for our audit for 2015. Board will have him come to Authority office to perform the audit.

## **NEW BUSINESS**

1. Approved Contractor List – 7 on the list so far. Will send to Roger for review.  
There was discussion on the inspections that are required. Pat Kelley (SEO) said it will cost homeowner \$50.00 to do the inspection.

*\*A motion was made by John Lechner and seconded by Pat Suhrie to accept the 3/17/16 Contractor List contingent upon Authority Solicitor (Roger Shaffer) review. Motion carried unanimously.*

## **ADJOURNMENT**

*\*A motion was made John Lechner and seconded by Pat Suhrie to adjourn the meeting. Motion carried unanimously.*

Meeting adjourned at 9:45 AM.

Respectfully Submitted;

Karen B. Shipton  
Recording Secretary