

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

**Meeting Minutes**

**May 11, 2016**

**8:15 AM**

**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

**ATTENDANCE**

Bob Gregory, John Lechner, Paul Minner, Roger Shaffer, Patrick Suhrie, Dan Goncz, Karen Shipton, Jerry Johnson, Walt Darraugh.

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

**APPROVAL OF MINUTES FROM THE 04/13/16 MEETING AS PRESENTED**

***\*A motion was made by Pat Suhrie and seconded by John Lechner to approve the minutes from the 04/13/16 meeting with the following amendment: "Executive Session, the Board entered into Executive Session at 9:24 am for purposes of eminent domain litigation". Motion carried unanimously.***

**PUBLIC COMMENT**

None.

**TREASURER'S REPORT**

Beginning Balance/Citizen's Account: \$20,918.26. Expenses: \$155.08. Service Charge: \$3.00. Deposits: \$13,891.97. Ending Balance: \$34,652.15.

***\*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**

**1. Project Status Report**

Job meeting was held on 4/28/16 at the Treatment Plant at 10AM. The next one will be held at the Treatment Plant on 5/26/16 at 10AM. As of the end of April, we are 97% complete with construction. Contract No's. 1, 2, 3, & 4 (sewer line contracts), the work is substantially complete. There are still some start-ups on the grinder pumps. They are testing. There were some bad circuit boards on some panels that were replaced. There were no problems with any of the pumps themselves. Contract No. 2, easement has been signed from Mrs. Reeher and the Wagner Family Trust. Still waiting on easements from

Urban and Bequeath properties. Pump Stations are complete with the exception of the start-up. Waiting for the lines to be cleaned. Contractor at the Treatment Plant still feels that a June completion date is a good date. Dan went over the Milestone Schedule attached to the Engineer's Report.

Grinder Pump Agreement Status – There are (3) left. Two signed Termination Agreements.

Construction Observation Report – Everything is looking good for May start-ups.

**2. Change Orders** – There are (4) Change Orders that require Board action.

*\*A motion was made Bob Gregory and seconded by Pat Suhrie to approve Change Order No. 2 to Contract No. 1 in the credit amount of \$55,073.50. Motion carried unanimously.*

*\*A motion was made by Bob Gregory and seconded by Pat Suhrie to approve Change Order No. 1 to Contract No. 2 in the credit amount of \$10,610.69. Motion carried unanimously.*

*\*A motion was made by John Lechner and seconded by Jerry Johnson to approve Change Order No. 2 to Contract No. 3 in the amount of \$20,744.08. Motion carried unanimously.*

*\*A motion was made by Pat Suhrie and seconded by Bob Gregory to approve Change Order No. 2 to Contract No. 4 in the amount of \$491.00. Motion carried unanimously.*

A change order summary is attached to the Engineer's Report.

**3. Payment of Requisition No. NW-9**

*\*A motion was made by John Lechner and seconded by Bob Gregory to approve payment of Requisition No. NW-9 in the amount of \$712,340.51. Motion carried unanimously.*

*\*A motion was made by Pat Suhrie and seconded by John Lechner to approve the request for USDA RUS Grant Funds in the amount of \$708,346.51. Motion carried unanimously.*

The Project Cost Summary and Grant Request are attached to the Engineer's Report.

Paving of the Treatment Plant Access Road – Dan is recommending we pave the inside of the fenced area of Sewage treatment Plant and approximately 500 feet of the access road which will bring the pavement to the property line of the Authority owed property where it meets the right-of-way with the property owned by Mercer County. Approximate cost is \$78,100.00. Included as part of Attachment 4 is the paving option recommended for the STP.

**4. Initial Operation and Maintenance**

Dan went over the list of approved equipment, materials and misc. items needed for the initial operation of the sewage facilities and is included in the Engineer's Report. There was discussion on using Co-Stars to purchase these items so we will not need to bid them out.

*\*A motion was made by John Lechner and seconded by Pat Suhrie to approve, in principle, the purchases as reflected in Tab 4 of the Engineer's Report, as modified for the pavement of the access road from \$73,941 to \$78,100. All prices being estimates at this point. Motion carried unanimously.*

## **5. Connection Notice**

Contains the same specs as sent out before but a little more detailed. Notices to go out around 6/8/16. Dan prepared a sample tapping fee invoice. There is a different one for single edu customers vs. multiple edu customers. They will be personalized and dated accordingly. DJ Howard & Son needs changed to (2) edu's. There was discussion on how to let the customers know of the rules and regulations and also late fees for tapping fee.

## **6. Administrative Items**

Dan put together a checklist of things that need to be done in May. This is Attachment 7 in the Engineer's Report. There is a USDA Rural Development Compliance Review that needs completed.

## **7. 2016 & 2017 Authority Operation Budget**

Attachment 8 of the Engineer's Report is a proposed operations budget for the portion of 2016 that the Sewage Facilities are anticipated to be in operation; and, for Operation Years 2017-2019. A condensed version of the proposed budget for 2016 and 2017 is included with the Sewer Rate Resolution, which is also included as Attachment 8.

Still needed are contracts to for removal of sludge and garbage pickup.

## **OLD BUSINESS**

**1. Contract Operations Agreement** – See Attachment 9 of the Engineer's Report. The vehicle used will have the Authority name as a magnetic placard on the side.

*\*A motion was made by John Lechner and seconded by Pat Suhrie to accept the Sewage Treatment Maintenance Operations contract proposal between M. Davidson & Associates, Inc. and Neshannock Creek Watershed Joint Municipal Authority with the basic agreement and Amendment No. 1. Motion carried unanimously.*

**2. Insurance Coverage** – Reinhardt's Agency, Chris Allan will be here at the June 8, 2016 meeting to seek approval of the property insurance coverage. The bill is not due until July. \$1433.00 will be the additional cost for insurance/year for property.

**3. Annual Audit** – Not due until September/2016. Norb from Black, Bashor & Porsch, LLP will meet with Karen in June to begin the process.

## **NEW BUSINESS**

**1. Sewer Rate Resolution** – Roger Shaffer prepared the Resolution and this was approved by Rural Development.

*\*A motion was made by Pat Suhrie and seconded by John Lechner to approve Resolution No. 02-2016/Tapping Fee Resolution. Motion carried unanimously.*

**2. Resolution No. 03-2016** - \$3,850,000 – Attachment 10 of the Engineer’s Report. RUS Loan that allows us to borrow from RUS and retire the Northwest Savings Bank Loan. The total amount (\$4,679,000.) of Resolution No. 03-2016 and 04-2016 was approved for payment last month, but RUS requires that it be broken down into (2) two different motions.

*\*A motion was made by John Lechner and seconded by Pat Suhrie to approve Resolution No. 03-2016 in the amount of \$3,850,000. Motion carried unanimously by roll call vote: Bob Gregory – Yes; Pat Suhrie – Yes; John Lechner – Yes; Jerry Johnson – Yes; Paul Minner – Yes.*

**3. Resolution No. 04-2016** - \$829,000. – RUS Loan that allows us to borrow from RUS and retire the Northwest Savings Bank Loan.

*\*A motion was made by Pat Suhrie and seconded by Bob Gregory to approve Resolution No. 04-2016 in the amount of \$829,000. Motion carried unanimously by roll call vote: Bob Gregory – Yes; Pat Suhrie – Yes; John Lechner – Yes; Jerry Johnson – Yes; Paul Minner – Yes.*

## **EXECUTIVE SESSION**

The Board entered into Executive Session at 9:30 AM for the purpose of discussing eminent domain litigation and potential settlement.

The Board returned from Executive Session at 9:45 AM.

An Executive Session was held for approximately 15 minutes to discuss eminent litigation and potential settlement for (2) property owners.

*\*A motion was made by John Lechner and seconded by Jerry Johnson to approve a settlement between Joseph Urban and Neshannock Creek Watershed Joint Municipal Authority in the amount of \$2500.00 as payment in full for the right-of-way across his private property for the sewer line, the right-of-way being underground only. Motion carried. NCWJMA Board Member Pat Suhrie abstained from voting due to a personal relationship with Mr. Urban.*

*\*A motion was made by Pat Suhrie and seconded by John Lechner to approve Resolution 05-2016, authorization to proceed with condemnation eminent domain*

*proceedings, against Ronald E. Bequeath for sewer line adjacent to Hope Mill Road on Mr. Bequeath's property. Motion carried unanimously.*

*\*A motion was made by John Lechner and seconded by Pat Suhrie to approve estimated just compensation of \$1,500. to paid to Mr. Bequeath for condemning the sewer line property. Motion carried unanimously.*

### **ADJOURNMENT**

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

Meeting adjourned at 9:52 AM.

*\*The next meeting is scheduled for 06/081/16 at 8:15 AM\**

Respectfully Submitted;

Karen B. Shipton  
Recording Secretary