

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

**Meeting Minutes**  
**June 8, 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, Dave Swartz, Walt Darraugh, Tim McGonigle, Scott Bates, Chris Allan.

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

**APPROVAL OF MINUTES FROM THE 05/11/16 MEETING AS PRESENTED**

***\*A motion was made by Pat Suhrie and seconded by Bob Gregory to approve the minutes from the 05/11/16 meeting. Motion carried unanimously.***

**PUBLIC COMMENT**

Chris Allan/Reinhardt's Agency – The Authority's annual premium will be \$6735.00 prorated and includes (3) pump stations, new building on RT. 19, public officials coverage, other incidentals and is effective July 1, 2016. Dan Goncz is recommending we start it June 15, 2016 since the system will be up and running on that date.

Scott Bates/Pastor of Mercer Baptist Church – Had some concerns over the cost to connect to the church and also his home. The bid was quite a bit higher than expected.

**TREASURER'S REPORT**

Beginning Balance: \$34,652.15 Expenses: \$15,741.00 Ending Balance: \$18,910.00.

***\*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**

On May 26, 2016, there was a semi-final walk-through of the treatment plant to prepare a punch list of items that need to be completed before the facility can accept sewage.

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Attachment No. 1 to the Engineer's Report are the punch list items from each of the contracts. We are down to (1) item that needs taken care of before we can accept sewage into the plant and that is the annunciator panel goes into alarm when any piece of equipment is turned on. Elcon needs to address this.

Mack Industries was on site and made adjustments for items 2, 4 and 5 on this list. The operator will be on site and verify that they have been made satisfactory.

We are at 97% completion.

Contracts 3, 5 and 6 are complete. Approval of Payment Requisition No. NW-10 in the amount of \$524,726.11 is contingent upon receipt of close-out documents for those (3) contracts. Dan received these documents for Contracts 3 and 6, still waiting on 5.

Milestone Schedule is attached to the Engineer's Report. Projected date for letters and coupon books is June 15, 2016.

Dan reviewed the Change Orders (Attachment 3 to Engineer's Report).

## **2. Project Funding**

*\*A motion was made by John Lechner and seconded by Pat Suhrie to approve payment of Requisition No. NW-10 in the amount of \$524,726.11. Motion carried unanimously.*

*\*A motion was made by John Lechner and seconded by Pat Suhrie to approve Requisition No. RUS-1 in the amount of \$3,850,000.00. (Northwest Savings Bank Loan). Motion carried unanimously.*

*\*A motion was made by Pat Suhrie and seconded by John Lechner to approve Requisition No. RUS-2 in the amount of \$829,000.00 (Northwest Savings Bank Loan). Motion carried unanimously.*

## **3. Initial Operation and Maintenance**

A cost to Completion Estimate and the list of equipment, materials and miscellaneous items that remain to be purchased by the Authority is included in the meeting packet. It is recommended that the Authority form a committee to purchase the small tools and provide receipts for the next requisition.

## **4. Connection Notices**

The sewage facilities are complete and connection notices and tapping-fee invoices may be sent at the Authority's discretion.

## **OLD BUSINESS**

### **1. Annual Audit**

Due in September. Karen is working with Norbert from Black, Bashor & Porsch to complete.

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## **2. Connection Notices and Tapping-Fee Invoices**

Karen put together a sample for single and multiple edu packets for Dan to review before mailing. Each packet will go out regular mail and certified mail. Only (1) coupon book will go out in the certified packet.

## **NEW BUSINESS**

Board Solicitor Roger Shaffer stated that he received a letter dated May 19, 2016 from attorney Ray Bogaty, Solicitor for Springfield Township. Springfield Township is interested in joining back into the Authority and Ray had a couple questions for the Board. 1. Is there any annual financial obligation to join? Roger informed him that to the best of his knowledge, no, there is not. 2. Is there an Ordinance or Resolution that would need passed in order to join? Roger reviewed the original Articles of Incorporation and each municipality passed an Ordinance to join so he recommended to Ray that Springfield Township do likewise. Ray had a few other general questions in his letter about Springfield's obligations to the current sewer project. Roger told him no, there was none unless there were any future projects involving Springfield Township. Dave Swartz, Supervisor for Springfield Township spoke on the reasons they desire to re-join the Authority. There was discussion among the Board on the benefits of Springfield Township being a part of the Authority.

*\*A motion was made by Pat Suhrie and seconded by John Lechner to entertain the thought of bringing Springfield Township, Mercer County, PA, on board as a member of the Authority once they pass an Ordinance seeking to join. Motion carried unanimously.*

There was discussion on scheduling a "Grand Opening" Ribbon Cutting with RUS. Karen will talk with RUS on this. We will aim for sometime in July.

## **EXECUTIVE SESSION**

The Board entered into Executive Session for the purpose of discussing eminent domain litigation and potential settlement at 8:50 AM.

The Board returned from Executive Session at 9:06 AM.

## **ADJOURNMENT**

A motion was made by Pat Suhrie and seconded by John Lechner to adjourn the meeting. Motion carried. Meeting adjourned at 9:06 AM.

*\*The next meeting is scheduled for 07/13/16 at 8:15 AM\**

Respectfully Submitted;

Karen B. Shipton  
Administrator

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**July 13, 2016**

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