

NESHANNOCK CREEK WATERSHED JOINT MUNICIPAL AUTHORITY

Phone: (724)748-4808 Fax: (724)748-5668

369 McClelland Road

Mercer, PA 16137

Meeting Minutes
September 14, 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; Jerry Johnson; John Lechner; Paul Minner; Pat Suhrie; Dan Goncz; Karen Shipton. List of guests available in Secretary's office.

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

APPROVAL OF MINUTES FROM THE 08/10/16 MEETING AS PRESENTED

****A motion was made by John Lechner and seconded by Pat Suhrie to approve the minutes from the 08/10/16 meeting as presented. Motion carried unanimously.***

PUBLIC COMMENT

None.

TREASURER'S REPORT

The balance from the loan at MCSB was \$1.2 million to \$381,815.16. Karen turned over \$27,000.00 to John from tapping fees and he will put that directly against the loan bringing us to a loan balance of approx. \$362,000.00. Beginning Balance (Citizens Acct.): \$31,814.38. Expenses: \$28,544.42. Debits: \$439.50. Ending Balance: \$49,735.51. Karen gave a report on the amount of tapping fees paid and outstanding and also a report on the status of monthly user fees collected.

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

Russ Grayson from Citizens Bank gave a brief presentation on accepting credit/debit cards for customers to pay their tapping fee or monthly user fee. The cost is \$9.95/month and a 1.75%-2%/transaction fee. We are legally allowed to charge a convenience fee to cover this cost.

****A motion was made by Pat Surhie and seconded by John Lechner to proceed with the program that allows us to accept credit/debit cards to pay for tapping fees and monthly user fees and charge a \$2.00 convenience fee (for monthly user fees only. No charge to pay tapping fee) to cover the program expense. Motion carried unanimously.***

Karen will notify customers of this new program once it is up and running.

ENGINEER'S REPORT

Customer Issues

Most of the questions from customers have been addressed. There have also been multiple EDU questions that Dan has addressed. All changes that were questioned have been addressed except for Ben Bissette Chevrolet. Dan has asked the contractors to come back and finish any restoration issues. Dan presented a 10 yr. warranty on the steel roof of the plant building.

We received a proposal from Bridgeway for maintenance on the generators. It's a 5 year contract. Total cost is \$11,131.35. We only pay (1) year at a time. \$2128.74/1st year.

****A motion was made by Pat Suhrie and seconded by Bob Gregory to accept the proposal from Bridgeway to perform a yearly maintenance for a period of (5) years on the generators, at a cost of \$11,131.35. Motion carried unanimously.***

There was an alarm that went off at 889 Scrubgrass Rd. Dan went out along with the contractor (Klingensmith) and re-dug as far as he could til he hit water. The pump is being fixed under warranty but we will need to pay Klingensmith for the digging work.

Requisition No. NW-13

A copy of Requisition No. NW-13 in the amount of \$29,283.96, listing all of the itemized payments is available in the Authority office.

****A motion was made by John Lechner and seconded by Pat Suhrie to approve payment of Requisition No. NW-13 in the amount of \$29,283.96 as well as approving the same amount of grant request. Motion carried unanimously.***

Samuel Winger, & Clair & Patricia Winger – Dan has not heard back yet on the easement on his property. Wesley Williams was somehow dropped from the list back in 2014. A GPA was drawn up and Karen will take it to the Recorder's office after the meeting.

OPERATIONS REPORT

Average daily flow is 29,000/gal. a day. There are a few issues we are having. Dan went over these items. Some of these issues are coming from the jail. The commissioners are working on helping to solve this. There was discussion of using extra CDBG money to purchase a mechanical bar screen at the plant. They cost about \$100,000. We are using Lane to clean the tanks out at the plant. There was discussion on the inspection fee that was set at \$50/inspection. The inspector is inquiring if we can reimburse him for mileage. No action was taken.

Springfield Township – Dan talked to Dave Swartz about Ray and Roger communicating about what needs done to bring Springfield Township on as a member of the Authority.

Mercer Borough – There are (5) homes/businesses in the flats on SR58 by the Mustang Bar that are experiencing sewer issues and Mercer Borough is requesting that they be customers of the Authority. A planning module will need done by Mercer Borough and approved by the Authority. If Mercer leaves the Authority, an inter-municipal agreement would have to be drawn up. There was also discussion about adding the approximate (15) homes on out SR58 towards Grove City in Findley Township as customers.

****A motion was made by Pat Suhrie and seconded by Bob Gregory to notify Mercer Borough that we are interested in moving forward with adding their approximate (5) customers and signing an inter-municipal agreement should they ever leave the NCWJMA Board. Motion carried unanimously.***

ADJOURNMENT

****A motion was made by Pat Suhrie and seconded by Paul Minner to adjourn the meeting. Motion carried unanimously.***

Meeting adjourned at 9:42 am.

****The next meeting is scheduled for 10/12/16 at 8:15 AM****

Respectfully Submitted;

Karen B. Shipton/Administrator