

**NESHANNOCK CREEK WATERSHED JOINT MUNICIPAL AUTHORITY**

**Meeting Minutes**

**05/09/17**

**8:15 AM**

**ATTENDANCE**

John Lechner, Paul Minner, Pat Suhrie, Bob Gregory, Jerry Johnson, Dan Goncz, Karen Shipton, Tim McGonigle, John Logan. List of others present available in the Authority office.

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

**APPROVAL OF MINUTES FROM THE 04/11/17 MEETING AS PRESENTED**

***\*A motion was made by John Lechner and seconded by Bob Gregory to approve the minutes from the 04/11/17 meeting as presented. Motion carried unanimously.***

**PUBLIC COMMENT**

None.

**TREASURER'S REPORT**

Balances as of 4/30/17: (Citizens) \$15,921.74. John and Paul will go and close the account today. John will move this amount over to the FNB account. (FNB) \$104,100.73. Draw to USDA for \$90,446.00 will occur on 6/17/17. (MCSB Loan) Approx. \$43,000.00 still due.

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

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**INVOICES SUBMITTED FOR PAYMENT**

**05/09/17**

| <b><u>PAYEE</u></b>                | <b><u>SERVICE/PRODUCT</u></b>              | <b><u>AMOUNT</u></b> |
|------------------------------------|--|----------------------|
| Jim Riddle                         | Reimb./Dawn Detergent                      | 18.61                |
| Lang Concrete Products             | Pump Station/MC Jail/Jan/2017              | 175.00               |
| Lang Concrete Products             | Pump Tank/Feb/2017                         | 175.00               |
| Lang Concrete Products             | Pump Tank/JR Thompson Rd./Mar/2017         | 200.00               |
| Lang Concrete Products             | Pump Tank/Apr/2017                         | 250.00               |
| Penn Power                         | Electric/835A Perry Hwy.                   | 84.14                |
| Penn Power                         | Electric/845 Perry Hwy.                    | 2506.87              |
| Penn Power                         | Electric/57 Thompson Rd.                   | 146.49               |
| Gannett Fleming                    | Prof. Engineering Services                 | 230.00               |
| Tri-County Industries, Inc.        | Refuse Service/57 Thompson Rd.             | 30.00                |
| Tri-County Industries, Inc.        | Refuse Service/845 Perry Hwy.              | 55.00                |
| Tri-County Industries, Inc.        | Sludge Removal                             | 1020.45              |
| PA One Call System, Inc.           | Monthly User Fee                           | 2.55                 |
| M. Davidson & Associates, Inc.     | Contract Operations                        | 5457.00              |
| Tepeco Trombold Equipment Co. Inc. | Annual Telemetry Service (5/1/17 – 5/1/18) | 2400.00              |
| Selective Insurance Co.            | Insurance                                  | 1188.00              |
| Marpac Corporation                 | Plant/Paper Towels/Kitchen & Brown         | 72.80                |
| The Record-Argus                   | Legal Ad                                   | 138.40               |
| Plantation Park                    | Reimb. Electric                            | 168.05               |
| PA Dept. of State                  | Fee for Filing Resolution                  | 70.00                |
| Mercer County Bar Assoc.           | Advertising of Art. Of Inc.                | 75.00                |
| <b>Total Invoices:</b>             |  | <b>\$14,463.36</b>   |

*\*A motion was made by John Lechner and seconded by Jerry Johnson to pay the bills submitted (listed above) totaling \$14,463.36. Motion carried unanimously.*

## **ENGINEER'S REPORT**

### **A. Sewage Facilities Report**

**1. Future Grinder Pump Connections – Resolution 2-2017** (Establishes the fees for new customers connecting to the sewer facility. The fees are in addition to the tapping fee. The charges are for the purchase of the grinder pump and the appurtenances for the connection to the sewer facilities. Dan presented a price list from Tepco Trombold Equipment Co. for the cost of the grinder pumps, etc. The administration charge for new customers making connection is \$100.00. The lien letter fee is a separate resolution. This will need passed “as amended” acknowledging striking the lien letter fee from the context.

*\*A motion was made by John Lechner and seconded by Pat Suhrie to approve Resolution 2-2017 as amended. Motion carried unanimously.*

## **OPERATOR'S REPORT**

The parameters and test results listed are for the month of March/2017. Everything met the required parameters, and maintenance info. is also listed in this report. Sixteen ton of sludge was hauled from the (4) drying beds on 4/4/17. A new control board was needed at 33 Walker St. The control board was faulty and covered under warranty. This was the only grinder pump call out that was made for the past month.

The eleven month maintenance bond punch list items are almost complete. There are still a couple things that need done at the plant and will be done this week and next week.

## **OLD BUSINESS**

**A. Samuel Winger, Clair and Patricia Winger Easements** – Will be discussed under Executive Session.

**B. Lien Placement on Properties with Unpaid Tapping Fees/Unpaid Monthly User Fees** – Karen presented (3) different templates of letters to be sent to customers who have not paid 1). Tapping Fee; 2) Monthly User Fee; 3) Tapping Fee and Monthly User Fee. All (3) templates were approved by the Authority Solicitor. No action taken.

**C. Shacklock Property** – 20 Cassidy Drive; Mercer, PA – Karen sent a letter explaining what would take place if they choose to have the grinder pump pulled and need to replace it in the future. No response has been received as of this date.

**D. Approval of Amending of Articles of Incorporation – Resolution 3-2017** – (Extends the term of the existence of the Authority for a period of (50) years from the effective date determined by the PA Dept. of State . The Authority’s loan with RUS is for (40) years and our (50) year term would have expired before the (40) year loan was satisfied.

*\*A motion was made by John Lechner and seconded by Pat Suhrie to approve Resolution 03-2017. Motion carried unanimously.*

**E. Lien Letter Fee – Resolution 4-2017.** No action taken.

**F. Ellsworth Moury/889 Scrubgrass Rd./Mercer** – Restoration issue. Karen will call the Moury's to get more information.

### **NEW BUSINESS**

**A. Wilson Property/Rt. 62** – There is raw sewage running off of this property onto County owned property. This is not an Authority issue but is a township issue. The lines are in place and they are not yet connected.

**B. Mercer County Fiscal Office – John Logan** – Mercer County Jail. In response to a letter and that was sent to the County Commissioner's office from the Authority about introducing improperly shredded garbage into our system, Mercer Co. Fiscal Administrator John Logan is claiming this is simply not true as they see it. He stated that their screen is clear and their cooking methods do not include grease. He stated they capture everything at their manhole. He claims the service manhole next to theirs (where we bring in flow from the other commercial establishments in the area) is not operating and the basket that is supposed to trap waste is sitting out on the ground and has been there since January and the Authority's personnel are not doing their job. He claims their system is not discharging anything that won't go through their screen and therefore can't be a problem in our system. He is asking us to rescind our letter of April 6, 2017 and remove the monthly user rate increase. Engineer Dan Goncz provided pictures from the previous week and one of this morning showing the trash caught in the bar screen. Dan provided information on how the sewer system works. Deputy Warden Mac McDuffie stated they have documentation and pictures of what has been taken out every day. There are (4) customers that have gravity sewer and the jail is one of them. Dan Goncz stated that it needs cleaned out more than (2) times a day. He also gave information on a Muffin Monster that grinds up everything and passes through. The cost is between \$10,000-\$15,000. There was discussion on why they never had this problem when they were connected to the State Prison and the consideration that the Authority would pay for half of the cost of a Muffin Monster if they chose that route. Mr. Logan would like to discuss this at the next Prison Board meeting to be held May 16/2017. *\*A motion was made by John Lechner and seconded by Pat Suhrie to put the additional monthly fee that has been added to the Mercer County Jail on hold until we come up with a solution. Motion carried unanimously.*

**C. Application for Sewage Service/John Hicks/13 Scenic Valley Drive; Mercer, PA** – Tapping fee of \$3900.00 has been paid.

*\*A motion was made by John Lechner and seconded by Pat Suhrie to accept the application for sewage service from John Hicks pending receipt of a grinder pump application. Motion carried unanimously.*

### **EXECUTIVE SESSION**

The Board entered into Executive Session at 9:05 AM.

The Board came out of Executive Session at 9:10 AM.

**ADJOURNMENT**

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

Meeting adjourned at 9:25 AM.

Respectfully Submitted;  
Karen B. Shipton/Administrator