

NESHANNOCK CREEK WATERSHED JOINT MUNICIPAL AUTHORITY

Meeting Minutes

March 10, 2020

8:30 AM

ATTENDANCE

Matthew McConnell, Beth Hillmar, Pat Suhrie, Dave Swartz, Walt Darraugh, Dan Goncz, Karen Shipton and Jim Riddle.

****The Meeting Opened with the Pledge to the U.S. Flag at 8:30 AM****

APPROVAL OF THE AGENDA AS PRESENTED

****A motion was made by Walt Darraugh and seconded by Dave Swartz to approve the agenda as presented.***

Motion carried unanimously.

APPROVAL OF MINUTES FROM THE 2/11/20 MEETING AS PRESENTED

****A motion was made by Beth Hillmar and seconded by Dave Swartz to approve the minutes from the 2/11/20 meeting as presented. Motion carried unanimously.***

PUBLIC COMMENT

None.

TREASURER'S REPORT

General FNB Account: Beginning balance as of 1/31/2020: \$255,013.31. There were (7) deposits in the amount of \$42,945.82. There were (15) debits in the amount of \$23,108.63. Ending balance as of 2/28/20: \$274,850.50.

Asset Reserve Restricted FNB Account: Beginning balance as of 1/31/20: \$8184.40. There was (1) transfer in the amount of \$1636.88. Ending balance as of 2/28/20: \$9821.28.

Short Lived Asset Reserve FNB Account: Beginning balance as of 1/31/20: \$17,911.25. There was (1) transfer in the amount of \$3582.25. Ending balance as of 2/28/20: \$21,493.50.

Statements all balance.

NESHANNOCK CREEK WATERSHED JOINT MUNICIPAL AUTHORITY

INVOICES SUBMITTED FOR PAYMENT

3/10/2020

<u>PAYEE</u>	<u>SERVICE/PRODUCT</u>	<u>AMOUNT</u>
M. Davidson & Associates Inc.	Plant Operations	6227.00
M. Davidson & Associates Inc.	Countryside Parts/Labor	117.00
Gannett Fleming, Inc.	Engineering Services/Through 2/28/20	275.00
Plantation Park Campers Association	Electric Reimbursement	200.26
PA One Call System, Inc.	Monthly User Fee/Feb/2020	18.30
Tri-County Industries	Trash Removal/845 Perry Hwy.	66.74
Tri-County Industries	Trash Removal/57 Thompson Rd.	36.40
Penn Power	Electric/845 Perry Hwy.	2093.79
Penn Power	Electric/835A Perry Hwy.	97.02
Penn Power	Electric/57 Thompson Rd.	133.92
Environmental Service Laboratories	Form 43/Form U Sludge	1092.05
Mercer County Prothonotary	Lien Removal Fee/Zachary & Ashley Allen	7.50
Selective Insurance Co.	Insurance	2259.00
Homer Sanitary	Pump Tank/Countryside Nursing Home	150.00
Asset Reserve/Restricted FNB Account	Monthly Transfer	1636.88
Short Lived Asset FNB Account	Monthly Transfer	3582.25
<u>TOTAL INVOICES:</u>		<u>\$12,773.98</u>
<u>TOTAL TRANSFERS:</u>		<u>\$ 5,219.13</u>
<u>TOTAL PAYMENTS:</u>		<u>\$17,993.11</u>

****A motion was made by Dave Swartz and seconded by Beth Hillmar to approve the treasurer's report and pay the bills submitted as presented. Motion carried unanimously.***

ENGINEER'S REPORT

Flow data for February, there is nothing unusual.

Plantation Park – Averaging 53/edu's/month. We are currently charging them for 55/edu's/month. We will continue to monitor their flow.

Bridge Relocation on SR19 Below Bissetts Chevrolet – Dan provided a map showing where the bypass lane will be located until they replace the bridge and also the sewer line and proposed line relocation. The sewer lines are running right through where they will be working so they will need to be relocated. If PennDOT relocates the line, there is eligibility for a 50% reimbursement of cost. They will relocate if for us, they just need a drawing, and all of the paperwork. It may be cheaper if we hire someone to move the line ourselves. Dan doesn't believe it's a big deal, just a matter of cutting the line and fusing it in and moving on with it. There are no manholes that need relocated. Dan has provided, in his engineering report, a motion for the board to authorize Gannett Fleming to prepare the drawing and rights-of-way, and the paperwork for 50% reimbursement. He also asked PennDOT for a schedule of when they need this and needs to know if we can put the sewer line underneath the temporary road. Dan has not heard back from PennDOT as of today. He would like to get a contractor out to the site to get an estimate on the cost to relocate the line. He is suggesting we put off the motion until the April 14, 2020 meeting. The reason for the 50% reimbursement is as part of the Highway Occupancy Permit, on a state road, when any project needs done by PennDOT, the utility is responsible for the cost of relocation since we are in their right-of-way. If PennDOT does the relocation, they offer a 50% reimbursement. The relocation will be permanent.

Thompson Rd. Pumpstation – Dan met with a vertical auger (monster) manufacturer (JWC) and he provided their information. This product would grind all of the waste coming from the jail and send it out a chute into a garbage can or bag. To buy this, is under CoStars so there would be no bidding requirement except for the installation. They are still working on the pricing. Dan believes, out of everything he has looked at, this is by far the best solution, just waiting on the cost. There was discussion on how this works and the maintenance and life expectancy. Dan can get an installation list so we can find out how current users like it.

OPERATIONS REPORT

For January, 2020, the flow was 86,000/day, which is about the same as previous months.

Sludge drying beds were cleaned off but no sludge was hauled.

The UV was drained and cleaned.

Homer pumped out grease at Countryside Nursing Home pumpstation.

There were (2) grinder pump call outs – (1) was replaced and (1) was repaired.

OLD BUSINESS

Karen provided a listing of customers not connected and their outstanding balances. Letters were sent out on 2/18/20 to delinquent customers notifying them of impending liens being filed if not paid. Solicitor Roger Shaffer will be instructed to file liens on 3/20/2020. There was discussion on how to handle customers delinquent over \$7000.00. Dan stated he had to call Roger Shaffer on another matter so he would ask him about this and report back next month.

NEW BUSINESS

None.

ADJOURNMENT

A motion was made by Beth Hillmar and seconded by Matthew McConnell to adjourn the meeting. Motion carried. Meeting adjourned at 9:26 AM.

Respectfully Submitted;

Karen B. Shipton
Administrator