

NESHANNOCK CREEK WATERSHED JOINT MUNICIPAL AUTHORITY

Meeting Minutes
November 10, 2022
8:30 AM

ATTENDANCE

Dave Swartz; Walt Darraugh; Pat Suhrie; Clifford Hughes; Matthew McConnell; Karen Shipton; Dan Goncz; Jim Riddle.

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

*Karen Shipton stated that the meeting was being recorded.

APPROVAL OF THE AGENDA AS PRESENTED

****A motion was made by Walt Darraugh and seconded by Matthew McConnell to approve the agenda as presented. Motion carried unanimously.***

APPROVAL OF MINUTES FROM THE 10/11/2022 MEETING AS PRESENTED

****A motion was made by Matthew McConnell and seconded by Walt Darraugh to approve the minutes from the 10/11/2022 meeting as presented. Motion carried unanimously.***

PUBLIC COMMENT

None.

TREASURER'S REPORT

Treasurer Walt Darraugh reported the following:

General Account: Last Statement (10/01/2022) Balance: \$261,702.44. (7) Deposits of \$31,881.14 and (13) Disbursements of \$18,088.74. Balance as of 10/31/2022: \$275,494.84.

Asset Reserve Restricted Account: Last Statement (10/01/2022) Balance: \$60,564.57. One Transfer: \$1636.88. Balance as of 10/31/2022 : \$62,201.45.

Short Lived Asset Reserve Account: Last Statement (10/01/2022) Balance: \$132,543.26. One Transfer: \$3582.25. Balance as of 10/31/2022 : \$136,125.51.

All accounts balance. Karen stated she had copies of all bank statements and invoices should anyone like to review them. Karen also reported that she made an error on a deposit in the amount of \$6693.35 that should have gone into Findley Township's account. Karen called the bank and they transferred it to the correct account.

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INVOICES SUBMITTED FOR PAYMENT

11/10/2022

<u>PAYEE</u>	<u>SERVICE/PRODUCT</u>	<u>AMOUNT</u>
M. Davidson & Associates Inc.	Plant Operations/Service Call Repairs	
	Barscreen Cleaning	7587.00
Gannett Fleming	Eng. Svc. Rendered Through 10/282022	300.00
Gannett Fleming	Thompson Rd./Constr. Phase/Barscreen	160.00
Plantation Park Campers Assoc.	Electric Reimb.	96.69
Tri-County Industries	Trash/845 Perry Hwy.	91.62
Tri-County Industries	Trash/57 Thompson Rd.	49.97

PAYEE	SERVICE/PRODUCT	AMOUNT
Penn Power	Electric/845 Perry Hwy.	2457.44
Penn Power	Electric/835A Perry Hwy.	61.01
Penn Power	Electric/57 Thompson Rd.	89.78
Ace fix-it Hardware	Maint./Repair Supplies	74.49
PA One Call System, Inc.	Monthly User Fee	2.55
Ground Tech, Inc.	Box Rental/Sludge Disposal	3206.25
Findley Township	Reimb./Admin. Cost/3 rd Qtr/2022	4306.50
Asset Reserve/Restricted Account	Monthly Transfer	\$1636.88
Short Lived Asset Reserved Acct.	Monthly Transfer	\$3582.25
Total Invoices:		\$18,483.30
Total Transfers:		\$5219.13

Total Payments: \$23,702.43

**A motion was made by Dave Swartz and seconded by Clifford Hughes to approve the treasurer's report and the payment of bills for November 2022 as presented. Motion carried unanimously.*

ENGINEER'S REPORT

Dan reported that the flows through October were normal.

Thompson Rd. Pumpstation – We are waiting to get the construction materials here by the beginning of the year. Shop drawings have been reviewed. We may be able to get the electrical changeover to the new service sooner than later.

New PSP Barracks – Nothing new to report.

McCandless Ford – We issued a capacity letter that they needed. The grinder pump will be relocated.

Sewage Treatment Plant – Thomas Construction went out and looked at the slab that is settling over the valve pit by the wetwell. They gave a quote of about \$24,000 to cut that concrete, put a drain in and put gravel underneath in (3) locations to prevent future settling. We are free to get other quotes.

2023 Budget – Dan stated that there really wasn't a lot of change in the 2023 budget, except it should be noted that the Capital Improvement Fund is an expenditure for the Thompson Rd. Pumpstation and that project will be completed next year. The revenue source to offset that will come from the Mercer County ARP money and we will have to work out that payment/transfer in the first quarter of 2023. Dan expects the county surcharge (for the jail) to run through 2023 and end in 2024.

**A motion was made Walt Darraugh and seconded by Clifford Hughes to approve adoption of the 2023 budget. Motion carried unanimously.*

OPERATOR'S REPORT

The plant operated within its permit limit. We had a pretty dry fall. Permit is good until 8/31/2024.

Normal maintenance at the plant.

There was one grinder pump call out and a new stator was installed.

EXECUTIVE SESSION

*The Board went into Executive Session at 8:49AM.

*The Board came out of Executive Session at 8:55AM.

OLD BUSINESS

None.

NEW BUSINESS

2023 Board Appointments – Karen will reach out to Mercer Borough and East Lackawannock Township for their appointments.

Jay & Doniele Russell/Extension of Sewer Line – We have the cost estimate of \$300,000-\$400,000. We would have to apply to RD for the funding for approx. (15) homes. Dan will look into the cost and get back to the authority for the Russell's to run their own line down to the sewer mains.

ADJOURNMENT

**A motion was made by Matthew McConnell and seconded by Clifford Hughes to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:13AM.*

Respectfully Submitted;

Karen B. Shipton
Administrator