Millcreek Richland Joint Authority Meeting Minutes

October 5, 2026

The Millcreek-Richland Joint Authority Meeting of October 5, 2026, was called to order by Authority Chairman, Tyler Shanaman, at 7:00 P.M.

Present: James Bottomley, James Niethammer, Tyler Shanaman, and Jessica Weaver
Absent: Rebecca Schnoke
Also in attendance: Bernadette Girello, Daniel Hershey, Justin LaTourette, and Amy Leonard

Public Comment: none.

Secretary's Report:

The minutes of the September 14, 2026, meeting were offered. Mr. Niethammer made a motion, seconded by Mr. Bottomley, to approve the September 14, 2026, meeting minutes. All voted in favor.

Treasurer's Report:

No Treasurer's Report or bills to be paid were provided for September 2026.

Justin LaTourette – Purified Operations LLC:

There were no violations in September. Mr. LaTourette secured as many spare parts as possible prior to the demolition of the old Pump Station 2. The generators in the pump stations were tested. There is an issue with the generator at Pump Station 4: it blows a fuse when it starts.

The final walk-through of Pump Station 2 will occur in the next two weeks. There are still some final punch list items to address.

Dan Hershey – Hershey Engineering:

Mr. Hershey filed the post-construction certificate with DEP now that Pump Station 2 is operational. He will be processing the planning module exemption requests

Mr. Hershey recommends that the Authority process the planning module exemption for the 12 S. Fort Zellers Road project now that the new Pump Station 2 is operational.

Mr. Shanaman made a motion, seconded by Mr. Niethammer, to process the planning exemption for the 12 Fort Zellers Road project. All voted in favor.

Anrich has finished the final portion of the repair work.

Mr. Shanaman made a motion, seconded by Mr. Bottomley, to pay Anrich their final payment of $28,542.55 and sign the closeout paperwork. All voted in favor.

The Gray Fox Holdings/Fox Masonry project at 243 S. Sheridan Road is looking to expand and will request 4 EDUs. The Authority received the executed and returned reimbursement agreement.

Mr. Niethammer made a motion, seconded by Mr. Shanaman, to approve the reimbursement agreement for the Gray Fox Holdings project. All voted in favor.

Mr. Shanaman made a motion, seconded by Mr. Niethammer, to approve the reimbursement agreement for the Richland Christian Home project. All voted in favor.

The Authority did not receive any LSA grant funds for the Pump Station 4 project. Mr. Hershey recommends reapplying. The submission deadline is in November, with decisions expected in September 2027.

The Pump Station 4 application requires a board member's signature before it can be submitted to the Conservation District.

Mr. Niethammer made a motion, seconded by Mr. Bottomly, for Mr. Shanaman to sign the application to the Conservation District. All voted in favor.

Mr. Shanaman made a motion, seconded by Mr. Niethammer, to approve Resolution 2026-02. All voted in favor.

The Bethany Road project is not ready to dedicate its lines. The as-builds are not finished.

Mr. Niethammer made a motion, seconded by Mr. Shanaman, for Mr. Shanaman and Ms. Weaver to sign the paperwork to establish the restrictive escrow agreement for the Bethany Road project. All voted in favor.

Amy Leonard - Solicitor:

Newmanstown Water Authority is working on a new shutoff procedure. Their attorney provided Ms. Leonard with a copy of the resolution that they passed. She will prepare something for the Authority to review for the November meeting.

Ms. Leonard prepared a draft resolution 2026-03 for monitoring commercial users. The Authority discussed it but took no action.

Bernadette

Delinquent accounts

She revisited the “inactive” accounts. Some are for active accounts that have new account numbers.

Barry Haag’s account was moved to inactive status in 2024. There is no water service at the property, but the sewer is not capped. His account will need to be investigated, and an update provided at the next meeting.

4 shutoffs were posted, and 3 of them were paid. The water is off at 328 E Main Street. The telephone and email are also not working. Newmanstown Water will notify code enforcement, and the property is expected to be condemned. It is unclear whether the property is occupied.

Diversified did not include late fees when residents paid late. Bernadette identified this and brought it to Diversified’s attention to ensure that the late fees are charged moving forward.

The furnace is scheduled for service on 10/7. Bernadette has had a better handle on real estate settlements since handling them at the office rather than through Diversified.

Correspondence: none.

Board Member Reports: none.

Old Business:

Mr. Shanaman and Mr. LaTourette would like to purchase shirts with the Authority’s name on them to wear while posting properties. Mr. Shanaman will look into prices for the Authority’s review and approval at a future meeting.

New Business: none.

There being no further business before the Authority, Mr. Niethammer moved, seconded by Mr. Shanaman, to adjourn the meeting. Meeting adjourned at 8:12 P.M.

Respectfully submitted by
Secretary, Jessica Weaver