

North and South Shenango Joint Municipal Authority  
Monthly Meeting  
01/10/2024  
6:35pm

Everyone stood, addressed our Flag, and honored our Country by stating the Pledge of Allegiance.

**Members Present:**

Mr. Richter, Chairman; Mr. Jewart, Vice Chairman; Mr. Frisina, Treasurer; Mr. Dickey, Asst Secretary/Asst Treasurer; Mr. Livingston, Secretary

**Management Staff Present:**

Mrs. Korman, Mr. Wise

**Visitors Recognition:**

None.

**Minutes:**

December 13, 2023 meeting minutes were accepted as presented.

A motion was made by Mr. Livingston to approve the December 13, 2023 meeting minutes, Mr. Frisina 2<sup>nd</sup> – Frisina Y, Jewart Y, Dickey Y, Richter Y, Livingston Y, motion carried.

**Financial Report:**

December 2023 Financial Report:

Primary Acct Balance for the month;  
Beginning Balance.....\$ 246,305.97  
Credits.....\$ 128,732.70  
Debits.....\$ 132,038.96  
Ending Balance.....\$ 242,999.71

Reserve Acct Balance for the month;  
Beginning Balance.....\$ 132,843.55  
Credits (Interest).....\$ 68.61  
Debits.....\$ 0.00  
Ending Balance.....\$ 132,912.16

Certificates of Deposits;

Marquette Savings Bank - \$200,000.00

Andover Savings Bank - \$200,000.00

A motion was made by Mr. Dickey to approve the financial report and pay the bills for the month of December 2023 Mr. Livingston 2<sup>nd</sup> – Frisina Y, Jewart Y, Dickey Y, Richter Y, Livingston Y, motion carried.

**Engineer's Report:**

GIS System – Updating Base Map as requested by field crew.

NPDES Renewal – Awaiting DEP response.

I & I Reduction Project – Lakeview Estates – The Authority did not receive funding from PA Small Water and Sewer Program.

Trails End Sanitary Sewer Extension – OPC Review of Construction with Add Alternate of South Center Street. Mr. Graham will work on an Air Release Valve Repair Add Alternate, as well.

Lift Station Back-up Generator Project – LSA Grant Application submitted on November 28, 2023

LSA Equipment Applications – LSA Grant Application for a Dump Truck/Skidsteer and Trailer submitted on November 27, 2023

**Solicitor's Report:**

Brett Stedman was present.

Mr. Stedman has been working with Mrs. Kornman and Ms. Brown on bankruptcies and filing liens.

**Manager's Report:**

Mrs. Kornman reached out to the manager at US Bank regarding the Repair & Improvement Fund withdraw requirements – awaiting response.

Discussed ACH payments with Diversified Billing - because of the process to enter and receive the payments we do not feel it will be beneficial to the Authority or it's customers at this time.

3 properties sold in Judicial Sale; \$8,198.84 total of debt was written off due to the sale.

Mrs. Kornman has been working with Mr. Stedman on Bankruptcies; \$5,642.30 in old debt has been written off, following Bankruptcy guidelines.

Mrs. Kornman submitted the 2024 Budget to the Bond Company, as requested.

Mr. Wise reviewed Call-outs for the month of December 2023; 3 link alarms, 1 high water, 1 backup

1 Non-Compliance reported to the DEP; C-17 Force Main break

10 PA One Calls

Mr. Wise is working on advertising to fill Field Technician position. Advertising through Meadville Tribune was between \$600.00 and \$1,200.00, will continue to explore other options for advertising. For the time being, the open position has been posted on the Authority's website and Facebook page, with an application deadline is January 8, 2024 - 1 application has been received so far.

**Unfinished Business:**

Sewer Extension – 5550 Bonnie Lane – Mr. Stedman working on easement.

NSSJMA Employee Job Titles / Pay Scales – Revisions will be made and presented at February meeting.

A motion was made by Mr. Livingston to hire the one applicant for part time, starting at \$17.50 with no benefits until 6 month probation period has expired, Mr. Dickey 2<sup>nd</sup> – Frisina Y, Jewart Y, Dickey Y, Richter Y, Livingston Y, motion carried.

**New Business:**

Marquette Savings Bank – Certificate of Deposit – Matures 02/14/2024 – Tabled until February 14, 2024 Board Meeting.

**Pending Projects:**

2024 Capital Improvements – Mr. Wise received a quote from The Meter Guy through Costars for a new alarm system for the stations and plant for \$75,538.75 with a yearly subscription fee of \$325.00 per station and \$450.00 yearly for the plant (\$7,925.00 yearly total)

A motion was made by Mr. Richter to purchase the alarm system from The Meter Guy with the initial setup fee of \$75,538.75 with yearly subscription fee of \$7,925.00, Mr. Livingston 2<sup>nd</sup> – Frisina Y, Jewart Y, Dickey Y, Richter Y, Livingston Y, motion carried.

**Executive Session: Requested to discuss Employees / Benefits**

Meeting went into Executive Session at 7:55pm

**Formal Meeting Resumed at 8:37pm**

A motion was made by Mr. Frisina to discontinue Life Insurance on all Employee Dependents starting in 2025, Mr. Livingston 2<sup>nd</sup> – Frisina Y, Jewart N, Dickey Y, Richter Y, Livingston Y, motion carried.

A motion was made by Mr. Richter to discontinue Disability Insurance on all Employees starting in 2025, Mr. Livingston 2<sup>nd</sup> – Frisina Y, Jewart N, Dickey N, Richter Y, Livingston Y, motion carried.

A motion was made by Mr. Richter to adjourn meeting, Mr. Jewart 2<sup>nd</sup> – Frisina Y, Jewart Y, Dickey Y, Richter Y, Livingston Y, motion carried.

Meeting adjourned at 8:40pm.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Joe Livingston".

Joe Livingston, Secretary