

North and South Shenango Joint Municipal Authority
Monthly Meeting
07/12/2023
6:00pm

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. Davis, Asst Secretary/Asst Treasurer; Mr. Livingston, Secretary, Mr. Thomas

Management Staff Present:

Mrs. Kornman, Mr. Wise

2022 Audit Review:

Mr. Rick Clayton, Maloney, Reed, Scarpitti & Company, LLP, was present and reviewed the 2022 Financial Statements and Independent Auditor's Report.

After recommendation of Mr. Clayton, Board discussed investing \$200,000.00 into 2 different CDs at 2 different banks. Mrs. Kornman will get rates/information from Marquette Bank and Andover Bank for the August meeting.

Visitors Recognition:

None.

Minutes:

June 14, 2023 meeting minutes were accepted as presented.

A motion was made by Mr. Livingston to approve the June 14, 2023 meeting minutes, Mr. Davis 2nd – Frisina Y, Jewart Y, Davis Y, Richter Y, Livingston Y, Thomas Y, motion carried.

Financial Report:

June 2023 Financial Report:

Primary Acct Balance for the month;
Beginning Balance.....\$ 603,748.37
Credits.....\$ 173,340.52
Debits.....\$ 121,797.35
Ending Balance.....\$ 655,291.54

Reserve Acct Balance for the month;	
Beginning Balance.....	\$ 201,897.78
Credits (Interest).....	\$ 117.87
• \$107.87 Interest & \$10.00 Cash Deposit to release account from Dormancy	
Debits.....	\$ 00.00
Ending Balance.....	\$ 202,015.65

A motion was made by Mr. Richter to approve the financial report for the month of June 2023. Mr. Livingston 2nd – Frisina Y, Jewart Y, Davis Y, Richter Y, Livingston Y, Thomas Y, motion carried.

A motion was made by Mr. Richter to pay the bills for the month of July 2023. Mr. Jewart 2nd – Frisina Y, Jewart Y, Davis Y, Richter Y, Livingston Y, Thomas Y, motion carried.

Engineer’s Report:

Mr. Will Graham, Rabell Surveying & Engineering, was present.

1st Street Sanitary Sewer Extension – Final walk through has been completed and final change order has been received from Klingensmith Enterprises, Inc. and will need signed by Mr. Wise. Signature on approval for Partial Payment 2 is need as well.

A motion was made by Mr. Jewart to approve the final change order from Klingensmith Enterprises, Inc. Mr. Richter 2nd – Frisina Y, Jewart Y, Davis, Y, Richter Y, Livingston Y, Thomas Y, motion carried.

A motion was made by Mr. Jewart to approve Partial Payment 2, Mr. Livingston 2nd – Frisina Y, Jewart Y, Davis Y, Richter Y, Livingston Y, Thomas Y, motion carried.

GIS System – Mr. Parks completed updates to the GIS system for use in adding the 1st Street Sanitary Sewer Extension to the base map.

NPDES Renewal – Awaiting DEP response.

I & I Reduction Project – Lakeview Estates – PA Small Water & Sewer Grant award notification expected July 2023.

Trails End Sanitary Sewer Extension – Pending CFA approval at July 18th Board Meeting.

Solicitor’s Report:

Brett Steadman was present.

No Report.

Manager's Report:

DCNR 2nd Quarter Billing, PMAA Unemployment Compensation Quarterly Report, DAC Quarterly Financial Statement, and PA Municipal Retirement System Quarterly Report are all complete.

2nd Quarter Billing is nearing due date of July 15, 2023.

6 Callouts and 43 PA One Calls for the month of June 2023.

2 Tap Repairs – Breinig Drive for roots and Chapel Road for roots and a slipped saddle.

1 Forcemain Repair

1 Wet Test failure

Pressure Washing and painting the Plant has started and will continue until complete.

1st Street Sanitary Sewer Project final walk through is complete.

Both the 2017 and 2018 trucks had a recall repaired for a stabilizer bar. The 2018 was damaged by a generator/trailer during the recent storms/power outages, a claim will be turned into the insurance company.

Unfinished Business:

Plant Generator – Testing in progress to see if the current generator can handle having the entire Plant tied in.

Employee Healthcare – Reviewed – Mr. Richter consulted a third party to review the Employee Healthcare rates and found that the 3% increase recently incurred is considered a very low increase in the industry and was advised to keep our current Healthcare until there is a major increase in costs.

Short Line Extension – 6205 Davidson Road – Customer is requesting that the extension only go to his center lot, rather than the full frontage of his property, considering extending it the full frontage would not help to service any other properties.

A motion was made by Mr. Jewart to approve the short line extension to the customer's center lot, Mr. Richter 2nd – Frisina Y, Jewart Y, Davis Y, Richter Y, Livingston Y, Thomas Y, motion carried.

New Business:

Expired Liens – The following liens were issued over 20 years ago and have expired. Mrs. Korman would like permission from the board to write them off:

MLD 1996 \$316.80

MLD 1996 \$96.00
MLD 1996 \$96.00
MLD 1997 \$183.00
MLD 1997-118 \$343.16
MLD 1997-133 \$226.00
MLD 1998-39 \$348.16
MLD 1998-208 \$170.00
MLD 1999-379 \$ 163.50

Total: \$ 1,942.62

A motion was made by Mr. Davis to eliminate expired liens and debt from the Billing Software, Mr. Livingston 2nd – Frisina Y, Jewart Y, Davis Y, Richter Y, Livingston Y, Thomas Y, motion carried.

2024 Budget –

- A. 2024 Lien Certification Fees – The current fee of \$5.00 is not covering the administrative costs to process the requests, Mrs. Kornman is requesting the fee be raised to \$25.00. Mrs. Kornman will put together a resolution for approval at the August meeting.
- B. Electric Rates for 2024 – Our current electric rates will expire in 2024, Mrs. Kornman asked for direction from the Board on how to proceed for the upcoming year. Mrs. Kornman will work on getting quotes for the August meeting.
- C. Reserve Account – Monthly / Quarterly / Yearly Deposit – Discussed making more frequent deposits to the Reserve account to keep it from dormancy, will continue discussion at August meeting.
- D. 2024 Quarterly Billing Schedule Change Request – Mrs. Kornman would like to change the billing schedule; she will work on a Resolution for the August meeting.

Management Decision Making Authorization – General discussion and consensus among the Board that the management and decision making of day-to-day operations by Mr. Wise and Mrs. Kornman are recognized and supported by the Board.

Pre-Paid Taps – Mrs. Kornman asked for direction from the Board on how to handle the pre-paid taps from the past. It was decided that all pre-paid money will be considered the connection fee, follow Resolution 2021-03 and will be brought to the Board for authorization to proceed.

Pending Projects:

Plant Transfer Switch tie in – 1 quote was received from Penn Ohio for the Plant Transfer Switch. Mr. Wise is waiting on a quote from Arrow Electric and is in the process of looking for another company for a 3rd quote. Hopes to have more information for the August Board meeting.

A motion was made by Mr. Jewart to adjourn meeting, Mr. Frisina 2nd – Frisina Y, Jewart Y, Davis Y, Richter Y, Livingston Y, Thomas Y, motion carried.

Meeting adjourned at 8:10pm.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Joe Livingston". The signature is stylized with a large initial "J" and a long, sweeping underline.

Joe Livingston, Secretary