

North and South Shenango Joint Municipal Authority  
Monthly Meeting  
08/09/2023  
6:00pm

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

**Members Present:**

Mr. Jewart, Vice Chairman; Mr. Frisina, Treasurer; Mr. Davis, Asst Secretary/Asst Treasurer; Mr. Livingston, Secretary (Mr. Richter, Chairman; Mr. Thomas – Absent)

**Management Staff Present:**

Mrs. Kornman, Mr. Wise, Ms. Brown

**Visitors Recognition:**

Butch Shellhammer was present and recognized. Mr. Shellhammer had questions regarding the grinder pumps for 1<sup>st</sup> Street Sewer Extension, North Shenango Township.

Mr. Remko, supervisor of West Shenango Township, was present to discuss public sewer for West Shenango Township.

**Minutes:**

July 12, 2023 meeting minutes were accepted as presented.

A motion was made by Mr. Livingston to approve the July 12, 2023 meeting minutes, Mr. Davis 2<sup>nd</sup> – Frisina Y, Jewart Y, Davis Y, Livingston Y, motion carried.

**Financial Report:**

July 2023 Financial Report:

Primary Acct Balance for the month;  
Beginning Balance.....\$ 655,291.54  
Credits.....\$ 126,928.62  
Debits.....\$ 120,489.62  
Ending Balance.....\$ 661,730.54

Reserve Acct Balance for the month;  
Beginning Balance.....\$ 202,015.65  
Credits (Interest).....\$ 111.52

Debits.....\$ 00.00  
Ending Balance.....\$ 202,127.17

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

**Engineer’s Report:**

1<sup>st</sup> Street Sanitary Sewer Extension – Record survey is complete. Substantial Completion Letter is ready for review and signature from Mr. Wise. Currently drafting Property Owner Connection Notification Letter for customers.

A motion was made by Mr. Davis to approve signature on the Substantial Completion Letter, Mr. Livingston 2<sup>nd</sup> – Frisina Y, Jewart Y, Davis Y, Livingston Y, motion carried.

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

NPDES Renewal – Awaiting DEP response.

I & I Reduction Project – Lakeview Estates – PA Small Water and Sewer Grant Award notification expected September 2023.

Trails End Sanitary Sewer Extension – LSA Grant Awarded for \$150,000.00. Service Order Authorization for Engineering is in process.

**Solicitor’s Report:**

Brett Stedman was present.

No Report.

**Manager’s Report:**

Mrs. Kornman is working on revising the current Employee Manual.

2<sup>nd</sup> Quarter Billing is wrapping up, LIHWAP Program info and applications were sent out with past due notices.

2023 Tax Sale list for North and South Shenango has been received in office and Mrs. Kornman is working on getting debt amounts to Crawford County Treasurer.

Resolution 2023-2 is complete and ready for review/approval.

Truck claim is submitted and in progress.

We are having cell service issues with Verizon throughout the system area, Mrs. Kornman is looking into switching to AT&T.

5 Callouts, 2 link alarms, 2 power outages, and 1 highwater with no spills, for the month of July 2023.

Cleaned off Drying Beds and repoured.

Televised and smoke tested Tuttle Campground because of inflow and infiltration issues. Mr. Wise is working with the State Park to get issues resolved.

Mr. Wise and Mrs. Kornman have been working on the GIS System, all manholes in the Tuttle Allotment have been marked, working on Hickory Grove Allotment.

### **Unfinished Business:**

Plant Generator – In progress.

Short Line Extension – 6205 Davidson Road – In progress, Customer selected contractor and tap-in fee is paid.

Resolution 2023-2: 2024 Inspection & Lien Certification Fees (see attached)

A motion was made by Mr. Livingston to approve Resolution 2023-2, Mr. Davis 2<sup>nd</sup> – Frisina Y, Jewart Y, Davis Y, Livingston Y, motion carried.

Electric Rates for 2024 – EMEX – Mantis Innovation – Electric contracts for the stations are set to expire in 2024, Mrs. Kornman is looking into different suppliers for rates.

2024 Budget – Unfinished

1. Reserve Account – Monthly / Quarterly / Yearly Deposit – Discussion in progress, will revisit.
2. 2024 Quarterly Billing Schedule Change – Resolution in progress.

Certificate of Deposits

Marquette Savings Bank – \$200,000.00 into a 5-month CD.

Andover Bank - \$200,000.00 into a 5-month CD.

A motion was made by Mr. Frisina to approve Mrs. Kornman issuing a check for \$200,000.00 to Andover Bank and a check for \$200,000.00 to Marquette Savings Bank, totaling \$400,000.00 from the FNB Primary Checking Account to be placed into 5-month Certificate of Deposits, as recommended by the Authority Auditor, Mr. Davis 2<sup>nd</sup> – Frisina Y, Jewart Y, Davis Y, Livingston Y, motion carried.

### **New Business:**

Expired Liens – MLD2000-285 and MLD2000-286 are expired and will be eliminated from the Billing Software, totaling \$1,513.18

2024 Budget

1. Schedule Work Session – tentatively scheduled for September 6<sup>th</sup>.

LSA Grant Opening – September 2023

**Pending Projects:**

Plant Transfer Switch tie in – Recording Meter was picked up by Arrow Electric today, Mr. Wise hopes to have more information by next month's meeting.

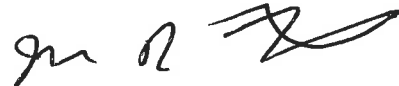
**Completed Projects:**

Painting Projects - Plant

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

Meeting adjourned at 7:57pm.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Joe Livingston", with a stylized flourish at the end.

Joe Livingston, Secretary