

North and South Shenango Joint Municipal Authority
Monthly Meeting
12/13/2023
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. Dickey, Asst Secretary/Asst Treasurer (Joe Livingston, Secretary – Not Present)

Management Staff Present:

Mrs. Kornman, Mr. Wise

Visitors Recognition:

Mr. & Mrs. Ragan were present and recognized, discussed options with the Board on how to extend sewer to a recently purchased property.

Minutes:

November 8, 2023 meeting minutes were accepted as presented.

A motion was made by Mr. Dickey to approve the November 8, 2023 meeting minutes, Mr. Frisina 2nd – Frisina Y, Jewart Y, Dickey Y, Richter Y, motion carried

Financial Report:

November 2023 Financial Report:

Primary Acct Balance for the month;
Beginning Balance.....\$ 292,158.38
Credits.....\$ 60,334.50
Debits.....\$ 106,186.91
Ending Balance.....\$ 246,305.97

Reserve Acct Balance for the month;
Beginning Balance.....\$ 132,772.62
Credits (Interest).....\$ 70.93
Debits.....\$ 0.00

Ending Balance.....\$ 132,843.55

Certificates of Deposits;
Marquette Savings Bank - \$200,000.00
Andover Savings Bank - \$200,000.00

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

Engineer’s Report:

Will Graham was present.

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

NPDES Renewal – Awaiting DEP response.

I & I Reduction Project – Lakeview Estates – Awaiting Grant Award Decision – Expected at January 2024 Board Meeting.

Trails End Sanitary Sewer Extension –

- Review of Preliminary Design
- General Permit for Stream Crossing Application Signatures –
A motion was made by Mr. Dickey to authorize Mrs. Kornman’s signature on Permit Applications, Mr. Jewart 2nd – Frisina Y, Jewart Y, Dickey Y, Richter Y, motion carried.
- Home Owner Notification Letter Review

Lift Station Back-Up Generator Project – LSA Grant Application has been submitted by LSSE.

LSA Equipment Applications – LSA Grant Application has been submitted by LSSE.

Solicitor’s Report:

Brett Steadman was not present.

No Report.

Manager’s Report:

Trained staff to be Class C Operators for the Underground Storage Tank

Discussed setting up ACH payment option for customers, Mrs. Kornman will get more information from Diversified to present at the January Board Meeting.

Mrs. Kornman would like to close the office on Tuesday December 26, 2023, Employees will use their vacation/paid time off – no objections from the Board.

15 PA One Calls, 6 Callouts, and 1 Non-Compliance (resolved & reported) for the month of November 2023.

Unfinished Business:

2024 Budget – Approved as presented, including a 3% Cost of Living increase for Employees: Alter, Brown, Kornman, & Williams and a \$2.50/hr. raise for Wise.

A motion was made by Mr. Richter to approve the 2024 Budget, Mr. Frisina 2nd – Frisina Y, Jewart Y, Dickey Y, Richter Y, motion carried.

1. Resolution 2023-5 – 2024 Sewer Rates (Resolution Attached)

A motion was made by Mr. Jewart to approve Resolution 2023-5, Mr. Richter 2nd – Frisina Y, Jewart Y, Dickey Y, Richter Y, motion carried.

2. Resolution 2023-6 – 2024 Operating Budget (Resolution Attached)

A motion was made by Mr. Jewart to approve Resolution 2023-6, Mr. Richter 2nd – Frisina Y, Jewart Y, Dickey Y, Richter Y, motion carried.

3. Motion to Approve Billing Schedule Change (Schedule Attached)

A motion was made by Mr. Richter to approve the Billing Schedule Change for 2024, Mr. Dickey 2nd – Frisina Y, Jewart Y, Dickey Y, Richter Y, motion carried.

Sewer Extension – 5550 Bonnie Lane – In progress, LSSE is working on Survey.

New Business:

1st Street Extension – North Shenango Township

1. Customer Request for Extension Re: Connection x3
2. Status – Discussed next step for customers that have not contacted us for connection, regarding extension.

A motion was made by Mr. Jewart to approve a one-time, six-month connection extension for customers on 1st Street; Collins, Siess, and Yanosik, Mr. Richter 2nd – Frisina Y, Jewart Y, Dickey Y, Richter Y, motion carried.

NSSJMA Employee Job Titles / Pay Scale – Tabled until January 10, 2024 Board Meeting.

2024 LSSE Engineer Retainer – Tabled until Reorganization Meeting.

2024 UPMC Health Insurance Contract – A motion was made by Mr. Jewart to approve the 2024 UPMC Health Insurance Contract, Mr. Richter 2nd – Frisina Y, Jewart Y, Dickey Y, Richter Y, motion carried.

Interested Buyer of County Owned Property – Settlement Offer of Debt – Declined by Board.

Pending Projects:

2024 Capital Improvements

A motion was made by Mr. Richter to use \$100,000.00 left from 2024 Budget and take \$120,000.00 out of the Repair & Improvement Fund through US Bank for the 2024 Capital Improvements-, Mr. Jewart 2nd – Frisina Y, Jewart Y, Dickey Y, Richter Y, motion carried.

Completed Projects:

Check Valve Vault – C-13

2023 Capital Improvements Completed

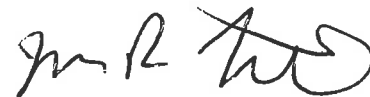
Executive Session:

Executive Session originally requested to discuss Employees was tabled until next meeting.

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

Meeting adjourned at 8:12pm.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Joe Livingston". The signature is stylized and cursive.

Joe Livingston, Secretary