

North and South Shenango Joint Municipal Authority  
Monthly Meeting  
11/08/2023  
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; Mr. Livingston, Secretary (arrived late)

**Management Staff Present:**

Mrs. Kornman, Mr. Wise

**Visitors Recognition:**

Arlene Seng, North Shenango Township resident, present and recognized.

**Minutes:**

October 4, 2023 Budget meeting minutes and October 11, 2023 Monthly meeting minutes were accepted as presented.

A motion was made by Mr. Frisina to approve the October 4, 2023 Budget meeting minutes, Mr. Jewart 2<sup>nd</sup> – Frisina Y, Jewart Y, Dickey Y, Richter Y, motion carried

A motion was made by Mr. Jewart to approve the October 11, 2023 Monthly meeting minutes with the correction to the adjournment motion replacing “Davis” with “Dickey”, Mr. Richter 2<sup>nd</sup> – Frisina Y, Jewart Y, Dickey Y, Richter Y, motion carried.

**Financial Report:**

October 2023 Financial Report:

Primary Acct Balance for the month;	
Beginning Balance.....	\$ 460,168.93
Credits.....	\$ 133,541.96
Debits.....	\$ 301,552.51 (\$200,000.00 CD Andover Bank)
Ending Balance.....	\$ 292,158.38

Reserve Acct Balance for the month;	
Beginning Balance.....	\$ 132,697.00
Credits (Interest).....	\$ 75.62
Debits.....	\$ 0.00
Ending Balance.....	\$ 132,772.62

A motion was made by Mr. Richter to approve the financial report and pay the bills for the month of October 2023. Mr. Frisina 2<sup>nd</sup> – 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.

Trails End Sanitary Sewer Extension – LSA Grant Awarded for \$150,000.00

- LSSE has performed the Preliminary Design One Call
- LSSE has begun the Topographic Survey
- LSSE to draft sewer service notification letter for Property Owners

Lift Station Back-Up Generator Project – LSA Grant Application

- Review of Draft Documents
- Resolution to Apply – Resolution 2023-3 Interceptor Station Standby Generator Project (attached)

A motion was made by Mr. Jewart to approve Resolution 2023-3, Mr. Dickey 2<sup>nd</sup> – Frisina Y, Jewart Y, Dickey Y, Richter Y, Livingston Y, motion carried.

LSA Equipment Applications – LSA Grant Application

- Review of Draft Documents
- Resolution to Apply – Resolution 2023-4 LSA Grant Application for Dump Truck, Trailer & Skid Steer (attached) Contingent on total cost does not exceed \$300,000.00

A motion was made by Mr. Jewart to approve Resolution 2023-4 up to \$300,000.00 limit for the Grant Application, Mr. Richter 2<sup>nd</sup> – Frisina Y, Jewart Y, Dickey N, Richter Y, Livingston Y, motion carried.

**Solicitor’s Report:**

Brett Steadman was present.

No Report.

**Manager's Report:**

6 Call-outs for the month of October

17 PA One Calls

3<sup>rd</sup> Quarter billing is wrapped up and late notices have been sent out.

Mrs. Kornman gave Mr. Stedman Bankruptcies to review and advise on how to proceed.

Mrs. Kornman received a quote to have the office carpets and floors professionally cleaned, Board discussed and tabled, Mrs. Kornman will pursue alternative quotes.

**Unfinished Business:**

Plant Generator – In Progress.

Electric Rates for 2024 – Quotes to review

A motion was made by Mr. Jewart to approve the Integrity Energy 36-month plan at fixed rate of \$0.0799 for all 25 electric bills (23 stations, 1 plant, 1 office) starting in June 2024, Mr. Livingston 2<sup>nd</sup> – Frisina Y, Jewart Y, Dickey Y, Richter Y, Livingston Y, motion carried.

2024 Budget Review – to be finalized 12/13/2023 meeting

1. 2024 Sewer Rate – Resolution (Resolution to be signed 12/13/2023 with Budget Approval)

Sewer Extension – 5550 Bonnie Lane – Pending – Engineers are working on survey, once complete Mr. Stedman will complete easements.

**New Business:**

1<sup>st</sup> Street Extension – N. Shenango Twp – Customer Request for Extension Re: Connection – T. Iliff, Tax Parcel # 4606-026-105

A motion was made by Mr. Dickey to approve a one time, 6-month extension for connection to T. Iliff, Mr. Livingston 2<sup>nd</sup> – Frisina Y, Jewart Y, Dickey Y, Richter Y, Livingston Y, motion carried.

Guardian (2024 Dental & Vision Renewal) Review/Approve – Rates for 2024 will remain the same as 2023.

A motion was made Mr. Dickey to approve the Guardian Dental & Vision Insurance Policy for 2024, Mr. Jewart 2<sup>nd</sup> – Frisina Y, Jewart Y, Dickey Y, Richter Y, Livingston Y, motion carried.

Rockwood Casualty Insurance Policy (2024 Workers Compensation Insurance) Review/Approve –

A motion was made by Mr. Richter to approve the Workers Compensation Insurance Policy through Rockwood Casualty for 2024, Mr. Livingston 2<sup>nd</sup> – Frisina Y, Jewart Y, Dickey Y, Richter Y, Livingston Y, motion carried.

NSSJMA Employee Job Titles/Pay Scales – Tabled.

Generac (Office Generator) – Power plan full coverage warranty – Board not in favor.

2023 DEP Sewage Inspection Report – Mr. Wise reviewed with the Board.

Review of Uncollectable Debt – Discussion to review the removal of \$335,000.00 in old debt from QuickBooks.

A motion was made by Mr. Richter to remove \$335,000.00 of old debt from the balance sheet in QuickBooks but debt balance will remain in Diversified Billing system until deemed totally uncollectable, Mr. Livingston 2<sup>nd</sup> – Frisina Y, Jewart, Dickey Y, Richter Y, Livingston Y, motion carried.

**Pending Projects:**

Plant Transfer Switch tie-in – Pending.

**Completed Projects:**

Check Valve Vault – C-8

Check Valve Vault – C-5

**Executive Session:**

Meeting went into Executive Session to discuss the following:

New Hires

Employee Wages

**Formal Meeting Resumed.**

No Board objections to Mr. Wise advertising for New Hire for Field Technician position replacement.

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

Meeting adjourned at 8:17pm.

Respectfully Submitted,

Joe Livingston, Secretary

A handwritten signature in black ink, appearing to read "Joe Livingston", with a long, sweeping flourish extending to the right.

**NORTH AND SOUTH SHENANGO JOINT MUNICIPAL AUTHORITY**

**Crawford County, Pennsylvania**

**RESOLUTION 2023-3**

Be it **RESOLVED**, that the **NORTH & SOUTH SHENANGO JOINT MUNICIPAL AUTHORITY** of **CRAWFORD COUNTY**, hereby requests a **Statewide Local Share Assessment** grant in the amount of **\$904,150.00** from the **Commonwealth Financing Authority** to be used for the **INTERCEPTOR STATION STANDBY GENERATOR PROJECT**.

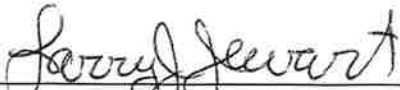
Be it **FURTHER RESOLVED**, that the Applicant does hereby designate **MICHAEL RICHTER, CHAIRMAN OF THE BOARD** and **LARRY JEWART, VICE CHAIRMAN OF THE BOARD** as the officials to execute all documents and agreements between the **NORTH & SOUTH SHENANGO JOINT MUNICIPAL AUTHORITY** and the **Commonwealth Financing Authority** to facilitate and assist in obtaining the requested grant.

I, **BUFFY KORNMAN**, duly qualified **Business Manager** of the **NORTH & SOUTH SHENANGO JOINT MUNICIPAL AUTHORITY, CRAWFORD County, PA**, hereby certify that the foregoing is a true and correct copy of a **Resolution** duly adopted by a majority vote of the **BOARD** at a regular meeting held **NOVEMBER 8, 2023** and said **Resolution** has been recorded in the **Minutes** of the **NORTH & SOUTH SHENANGO JOINT MUNICIPAL AUTHORITY** and remains in effect as of this date.

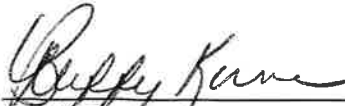
IN WITNESS THEREOF, I affix my hand and attach the seal of NSSTMA (Applicant), this 8<sup>th</sup> day of November 2023.



Michael Richter, Chairman



Larry Jewart, Vice Chairman



Buffy Kornman, Business Manager

11/08/2023  
Date

# North and South Shenango Joint Municipal Authority

Crawford County, Pennsylvania

## RESOLUTION 2023-4

Be it RESOLVED, that the NORTH & SOUTH SHENANGO JOINT MUNICIPAL AUTHORITY of CRAWFORD COUNTY, hereby requests a Statewide Local Share Assessment grant in the amount up to \$300,000.00 from the Commonwealth Financing Authority to be used for the acquisition of a Dump Truck, Trailer and Skid Steer.


Be it FURTHER RESOLVED, that the Applicant does hereby designate MICHAEL RICHTER, CHAIRMAN OF THE BOARD and LARRY JEWART, VICE CHAIRMAN OF THE BOARD as the officials to execute all documents and agreements between the NORTH & SOUTH SHENANGO JOINT MUNICIPAL AUTHORITY and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

I, BUFFY KORNMAN, duly qualified Business Manager of the NORTH & SOUTH SHENANGO JOINT MUNICIPAL AUTHORITY, CRAWFORD County, PA, hereby certify that the foregoing is a true and correct copy of a Resolution duly adopted by a majority vote of the BOARD at a regular meeting held NOVEMBER 8, 2023 and said Resolution has been recorded in the Minutes of the NORTH & SOUTH SHENANGO JOINT MUNICIPAL AUTHORITY and remains in effect as of this date.

IN WITNESS THEREOF, I affix my hand and attach the seal of NSSJMA (Applicant), this 8<sup>th</sup> day of November 2023.



Michael Richter, Chairman



ATTEST: Larry Jewart, Vice Chairman



Buffy Kornman, Business Manager

11/08/2023  
Date