

North and South Shenango Joint Municipal Authority  
Monthly Meeting  
08/14/2024  
6:00pm

**Call to Order:**

Mr. Richter called the meeting to order at 6:08pm

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. Livingston, Secretary.  
Mr. Dickey, Asst Secretary/Asst Treasurer - Absent

**Management Staff Present:**

Mrs. Kornman, Mr. Wise

**Visitors Recognition:**

Donna & Lori Soukup were present to discuss their connection to the sewer system.

Truman Iliff was present to give the Board an update on the status of his connection at his residence on First Street.

Alan Endicott from Gatehouse Winery and Bruce & Jen Woyt from Mortals Key Brewery were present to discuss the recent EDU Assessment requested by Honest Industries, completed by NSSJMA.

A motion was made by Mr. Richter to table the discussion regarding the Winery and Brewery until all Board Members were present. Mr. Livingston 2<sup>nd</sup> – Frisina Y, Jewart Y, Richter Y, Livingston Y, motion carried.

Lucy Burke, North Shenango Township resident, was present to express interest in joining the Authority Board.

Valerie O'Brian, North Shenango Township resident, was present to express interest in joining the Authority Board.

**Minutes:**

July 10, 2024 meeting minutes were accepted as presented.

A motion was made by Mr. Livingston to approve the July 10, 2024 meeting minutes. Mr. Jewart 2<sup>nd</sup> – Frisina Y, Jewart Y, Richter Y, Livingston Y, motion carried.

**Financial Report:**

July 2024 Financial Report:

Primary Acct Balance for the month;

Beginning Balance.....\$ 488,812.73

Credits.....\$ 169,971.30

Debits.....\$ 97,023.86

Ending Balance.....\$ 521,760.17

Reserve Acct Balance for the month;

Beginning Balance.....\$ 139,352.26

Credits (Interest).....\$ 82.05

Credit (Monthly Transfer from Primary Acct).....\$ 1,000.00

Debits.....\$ 0.00

Ending Balance.....\$ 140,434.31

Certificates of Deposit;

Marquette Savings Bank...\$207,155.51 (12/16/2024)

Andover Savings Bank.....\$203,466.70 (09/14/2024)

Accounts Receivable Reconciliation Report for the month of July 2024 - Reviewed

A motion was made by Mr. Livingston to approve the financial report and pay the bills for the month of July 2024. Mr. Jewart 2<sup>nd</sup> – Frisina Y, Jewart Y, Richter Y, Livingston 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.

Trails End Sanitary Sewer Extension – LSSE has begun the Hydraulic Model for the project.

2023LSA Applications – 2023 Award Notices are expected at the September 17, 2024 CFA Board Meeting.

Sewer Lateral Replacement Project – Pymatuning Village Club– Review of preliminary project coverage area map.

**Solicitor's Report:**

Brett Stedman was present.

Continued review and discussion on Sewer Disconnection Policy and Procedure.

**Manager's Report:**

9 Callouts for the month; 2 pump failures, 1 backup, 2 force main breaks, and 4 power outages.

There was a fire on a power pole at the Plant due to an Osprey nest.

Drying beds have been cleaned off and repoured.

Problem areas throughout the system have been flushed.

Marquette CD renewed by Mrs. Kornman.

Reviewed gate in Hickory Grove Allotment with Board.

**Unfinished Business:**

Sewer Extension – 5550 Bonnie Lane – Submitted to state – pending.

2023 Audit – Maloney, Reed, Scarpitti & Company LLP – Rick Clayton was present to review the 2023 Audit.

1<sup>st</sup> Street Sewer Extension Review – North Shenango Twp. – Final extension September 13, 2024.

**New Business:**

Sharp Collection Company – Agreement & Fee Schedule

A motion was made by Mr. Livingston to approve the Sharp Collection Company Agreement and Fee Schedule. Mr. Jewart 2<sup>nd</sup> – Frisina Y, Jewart Y, Richter Y, Livingston Y, motion carried.

Work Trucks – Employee use

A motion was made by Mr. Livingston to approve Mr. Wise driving the work truck home daily so in the event of a call-out or emergency he does not have to travel to the Plant to get a truck. Mr. Frisina 2<sup>nd</sup> – Frisina Y, Jewart Y, Richter Y, Livingston Y, motion carried.

Maintenance Technician – Job opening – Mr. Wise would like to fill the open Field Technician position and also hire an additional Field Technician.

A motion was made by Mr. Richter to fill the open Field Technician position. Mr. Livingston 2<sup>nd</sup> – Frisina Y, Jewart Y, Richter Y, Livingston Y, motion carried.

A motion was made by Mr. Livingston to hire an additional Field Technician. Mr. Jewart 2<sup>nd</sup> – Frisina Y, Jewart Y, Richter Y, Livingston Y, motion carried.

**Pending Projects:**

2024 Capital Improvements:

Transfer Switch – Pending

Office Computer Replacement / Setup Quote for review – Capital Improvement Item, Mrs. Kornman is working with Reeves to replace the office computers.

Tap Repair Project:

Project #1 : Sunnyside Drive (3 Taps)

Project #2 : Linn Road (2Taps)

Project #3 : Stillwater Trail (1 Tap) - Completed


**Completed Projects:**

Tap Repair Project #3 – Stillwater Trail (1 Tap) – Completed.

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

Meeting adjourned at 8:27pm.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Joe Livingston', written over a horizontal line.

Joe Livingston, Secretary