

North and South Shenango Joint Municipal Authority
Monthly Meeting
11/13/2024
6:00pm

Call to Order:

Mr. Richter called the meeting to order at 6:03pm

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:

5 visitors were present and recognized. Lucy Burke, North Shenango Township, presented a North Shenango resident's concern, which was addressed and explained by Management.

Minutes:

October 9, 2024 Regular Monthly Meeting Minutes
October 16, 2024 Work Session/Special Meeting Minutes

A motion was made by Mr. Richter to approve the October 9th meeting minutes with Amendment. Mr. Jewart 2nd – Jewart Y, Frisina Y, Dickey Y, Livingston Y, Richter Y, motion carried.

A motion was made by Mr. Dickey to approve the October 16th meeting minutes. Mr. Jewart 2nd – Jewart Y, Frisina Y, Dickey Y, Richter Y, motion carried.

Financial Report:

October 2024 Financial Report:

Primary Acct Balance for the month;
Beginning Balance.....\$ 458,727.30
Credits.....\$ 180,561.72
Debits.....\$ 123,835.69
Ending Balance.....\$ 515,453.33

Reserve Acct Balance for the month;	
Beginning Balance.....	\$ 142,560.41
Credits (Interest).....	\$ 60.66
Credit (Monthly Transfer from Primary Acct).....	\$ 1,000.00
Debits.....	\$ 0.00
Ending Balance.....	\$ 143,621.07

Certificates of Deposit;	
Marquette Savings Bank....	\$207,155.51 (12/16/2024)
Andover Savings Bank.....	\$208,731.60 (03/14/2024)

A motion was made by Mr. Richter to approve the financial report and pay the bills for the month of October 2024. Mr. Frisina 2nd – Jewart Y, Frisina Y, Dickey Y, Richter Y, motion carried.

Engineer's Report:

Ken Parks was present.

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

NPDES Renewal – Awaiting DEP response.

Trails End Sanitary Sewer Extension – LSSE met with DEP on October 24th, and DEP verbally issued comments. LSSE addressed comments and sent back to DEP on November 1st.

2023 LSA Applications – CFA awarded \$100,000.00 for the installation of back-up generators at Interceptor Stations 1-5 and Collector Stations. LSSE and NSSJMA to review project scope and plan project.

Sewer Lateral Replacement Project – Pymatuning Village – Finalize design and contract documents, post advertisement, December 10, 2024.

2024 LSA Applications – Review of the Proposed LSA Projects – Resolution to apply for selected projects

- Sewer Lateral Replacement Project – Pymatuning Village – Phase III
- Interceptor Station Standby Generator Project
- Interceptor Station I-2 Improvements Project

A motion was made by Mr. Jewart for LSSE to proceed with Resolution 2024-2 Interceptor Station I-2 Improvement Project. Mr. Dickey 2nd – Jewart Y, Frisina Y, Dickey Y, Richter Y, motion carried. (Resolution 2024-2 attached)

A motion was made by Mr. Jewart for LSSE to proceed with Resolution 2024-3 Sanitary Sewer Lateral Replacement Project- Pymatuning Village, Phase III. Mr. Dickey 2nd – Jewart Y, Frisina Y, Dickey Y, Richter Y, motion carried. (Resolution 2024-3 attached)

A motion was made by Mr. Jewart for LSSE to proceed with Resolution 2024-4 Interceptor Station Standby Generator Project. Mr. Dickey 2nd – Jewart Y, Frisina Y, Dickey Y, Richter Y, motion carried. (Resolution 2024-4 attached)

Solicitor's Report:

Brett Stedman was present.

Discussion took place regarding letters received from 2 customers that were misinformed about recent discussion regarding pending Resolution 2024-1. Mr. Stedman will work on a response to present to the Board at next month's meeting for approval before being sent to both customers.

Manager's Report:

Mrs. Kornman has been in contact with Sharp Collections to let them know that we are starting the collection process and that we will pay the fees monthly.

15 PA One Calls, 3 Callouts, 2 Backups, and 1 Power Outage

Plant ATS and C-14 Check Valve Vault are complete.

Unfinished Business:

Sewer Extension – 5550 Bonnie Lane – Submitted to State – Pending.

1st Street Sewer Extension Review – North Shenango Twp. – 2 recent connections are complete, 4 remaining.

Stedman Law LLC – Engagement Letter 2024 – Complete.

Resolution 1993-6 to be replaced by Resolution 2024-1- Work Session to be scheduled.

2025 Budget – Reviewed categories, discussion took place regarding billing rate increase to keep up with inflation and to become more grant eligible.

A motion was made by Mr. Jewart to increase 2025 billing rates by 3%. Mr. Dickey 2nd – Jewart Y, Frisina Y, Dickey Y, Livingston N, Richter N, motion carried.

New Business:

UPMC – 2025 Renewal Rate – Reviewed increase of 3.5% for 2025

A motion was made by Mr. Jewart to approve the 2025 renewal rate with an increase of 3.5%. Mr. Dickey 2nd – Jewart Y, Frisina Y, Dickey Y, Livingston Y, Richter Y, motion carried.

ATS Warranty – Palco – Transfer Switch – Will discuss at next month's meeting.

30 Day Collection Notice – Dispute Request – Acct # 1056 – MLD 2019-14 – Declined by Board.

Pending Projects:

2024 Capital Improvements

C-11 Check Valve Vault – Scheduled for 11/14/24
Office Roof Replacement – Pending
Water Diversion Project – I-5

Tap Repair Project

Project #1 : Sunnyside Drive (3 Taps) – Completed
Project #2 ; Linn Road (2 Taps)
Project #3 : Stillwater Trail (1 Tap) – Completed

Completed Projects:

Office Computers – Replacement – Completed
Transfer Switch

Executive Session: Meeting went into Executive Session at 8:10pm to discuss employee evaluations pertaining to the Budget.

Formal Meeting Resumed at 8:58pm.

A motion was made by Mr. Jewart to give Ryan Wise, Colton Alter, Brandon Wise and Buffy Kornman a 3% wage increase and Danica Brown a \$1.00/hr. wage increase. Gage Reese and Wyatt Kornman will be reviewed after their probation period ends. Mr. Livingston 2nd – Jewart Y, Frisina Y, Dickey Y, Livingston Y, Richter Y, motion carried.

Board would like Danica Brown to learn QuickBooks so that in the event of Mrs. Kornman's absence, QuickBooks can be accessed. Progress will be assessed in 6 months, pending an additional \$1.00/hr. wage increase.

Board discussed working on a Resolution for any new employee hired after the start of 2025, that they will be required to pay into their health coverage benefits.

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

Meeting adjourned at 9:04pm.

Respectfully Submitted,


Joe Livingston, Secretary