

North and South Shenango Joint Municipal Authority
Monthly Meeting
02/12/2025
6:00pm

Call to Order:

Mr. Richter called the meeting to order at 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. Dickey, Asst Secretary/Asst Treasurer; Mr. Livingston, Secretary

Management Staff Present:

Mrs. Kornman, Mr. Wise

Visitors Recognition:

Bruce and Jennifer Woyt, Mortals Key Brewery, were present and recognized. Here to discuss the agenda topic, Honest Industries, had questions regarding the EDU Assessment Breakdown for the Brewery Gift Shop.

Minutes:

January 8, 2025 Reorganization and Monthly Meeting Minutes were accepted as presented.

A motion was made by Mr. Livingston to approve the January 8, 2025 Reorganization and Monthly meeting minutes. Mr. Dickey 2nd – Jewart Y, Dickey Y, Livingston Y, Richter Y, motion carried.

Financial Report:

January 2025 Financial Report:

Primary Acct Balance for the month;
Beginning Balance.....\$ 389,941.88
Credits.....\$ 203,849.94
Debits.....\$ 109,468.36
Ending Balance.....\$ 484,323.46

Reserve Acct Balance for the month;
Beginning Balance.....\$ 145,736.56

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|--|---------------|
| Credits (Interest)..... | \$ 49.52 |
| Credit (Monthly Transfer from Primary Acct)..... | \$ 1,000.00 |
| Debits..... | \$ 0.00 |
| Ending Balance..... | \$ 146,786.08 |

Certificates of Deposit;

Marquette Savings Bank...\$ 211,418.11 (06/16/2025)

Andover Savings Bank.....\$208,731.60 (03/14/2025)

Accounts Receivable Reconciliation Report for the month of January 2025 - Reviewed

A motion was made by Mr. Richter to approve the financial report and pay the bills for the month of January 2025. Mr. Livingston 2nd – Jewart Y, Dickey Y, Livingston Y, Richter Y, motion carried.

Engineer's Report:

NPDES Renewal – Awaiting DEP response.

Trails End Sanitary Sewer Extension – LSSE preparing WQM permit application.

2023 LSA Applications – I-2 Generator Project – Board / Staff to discuss project scope, schedule, and cost. Submitted OPC for I-2 is \$240,000.00 (Construction Only).

Sewer Tap / Lateral Replacement Project – Pymatuning Village Club – Phase 1 – Reviewing draft layout/details with Operations Staff (copy of the preliminary plans brought to this meeting)

2024 LSA Applications – Grant applications for the installation of back-up generators at Interceptor Station I-5, one application for Phases III-V of the Pymatuning Village Sewer Lateral Replacement Project and supplemental grant funding for Interceptor Station I-2 were filed. NSSJMA was forwarded file copies on December 11, 2024.

Solicitor's Report:

Brett Stedman was not present.

No Report.

Manager's Report:

Mrs. Kornman reviewed 4th quarter reports have been submitted, 4th quarter billing is wrapping up, work continues on the GIS System and training D. Brown in QuickBooks. Started the process of sending accounts to the Collection Agency.

Ms. Brown reviewed 30-Day Lien Notice collections, Liens pending filing and satisfaction with Mr. Stedman.

Mr. Wise reviewed PA One Calls and Call-outs for the month of January 2025 and ongoing Plant and Field work. Provided update on building wraps on stations, Board would like Mr. Wise have the contractor keep going and get them all done. Discussed an Air Release Valve project with the Board.

Unfinished Business:

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

1st Street Sewer Extension Review, North Shenango Township – Deadline for connection is March 1, 2025 – No changes at this time.

Honest Industries – Discussed in Visitor Recognition with Bruce and Jennifer Woyt. A motion was made by Mr. Dickey to drop the 1 EDU for the Brewery Gift Shop due to it being a part of the Brewery business. Mr. Livingston 2nd – Jewart Y, Dickey Y, Livingston Y, Richter Y, motion carried.

New Business:

Meeting and Agenda Restructure – Mr. Richter would like to keep the meetings under an hour to an hour and a half, Manager's Report does not need to contain day to day activities, only exceptions/high points.

Legal Counsel Review – At the January 8, 2025 Reorganization meeting a motion was made and carried to have the Solicitor only attend meetings if he had a report to present, in effort to save the Authority money. At this meeting, Mr. Richter proposed having the Solicitor attend all meetings so he was present for all discussions and to answer any legal questions that may arise. Board discussed, Mr. Jewart suggested tabling the discussion until the full Board was present for voting, Mr. Richter stated there was enough Board Members present for a vote.

A motion was made by Mr. Livingston to have Brett Stedman attend all meetings, Mr. Richter 2nd – Jewart N, Dickey Y, Livingston Y, Richter Y, motion carried.

Andover Savings Bank – CD to mature 03/14/2025 – Board would like to roll over into another 6-month CD.

Maintenance Technician – C. Alter is leaving for another job opportunity; Mr. Wise would like approval to advertise to fill the open position, no objections from the Board.

Pending Projects:

2025 Capital Improvements:

Water Diversion Project – I-5
Station Restoration Project:

- C-7
- C-13
- C-14

Executive Session:

Requested by M. Richter to discuss Employee Restructuring – meeting went into Executive Session at 7:40pm.

Formal Meeting Resumed at 8:10pm.

Board would like Mr. Wise to field all questions and be the communication between the employees and the Board.

A motion was made by Mr. Livingston to give B. Wise and G. Reese both \$1.00/hr. raise, effective 02/16/2025. Mr. Richter 2nd – Jewart Y, Dickey Y, Livingston Y, Richter Y, motion carried.

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

Meeting adjourned at 8:12pm.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Joe Livingston", is written over the printed name.

Joe Livingston, Secretary