

North and South Shenango Joint Municipal Authority  
Monthly Meeting  
04/09/2025  
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. McManus, Treasurer; Mr. Dickey, Asst Secretary/Asst Treasurer; Mr. Livingston, Secretary (Mr. Frisina – Absent)

**Management Staff Present:**

Mrs. Kornman, Mr. Wise

**Visitors Recognition:**

Gary Betz and Chris Getty were present and recognized.

**Minutes:**

March 12, 2025 Monthly Meeting Minutes and March 26, 2025 Work Session Meeting Minutes were accepted as presented.

A motion was made by Mr. Livingston to approve the March 12<sup>th</sup> and March 26<sup>th</sup> meeting minutes. Mr. Jewart 2<sup>nd</sup> – Jewart Y, McManus Y, Dickey Y, Livingston Y, Richter Y, motion carried.

**Financial Report:**

March 2025 Financial Report:

Primary Acct Balance for the month;	
Beginning Balance.....	\$ 482,772.48
Credits.....	\$ 46,974.70
Debits.....	\$ 168,456.46
Ending Balance.....	\$ 361,290.72

Reserve Acct Balance for the month;	
Beginning Balance.....	\$ 147,831.13
Credits (Interest).....	\$ 50.27

Credit (Monthly Transfer from Primary Acct).....\$ 1,000.00  
Debits.....\$ 0.00  
Ending Balance.....\$ 148,881.40

Certificates of Deposit;

Marquette Savings Bank...\$211,418.11 (06/16/2025)  
Andover Savings Bank.....\$213,541.05 (08/15/2025)

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

**Engineer's Report:**

NPDES Permit – Awaiting DEP response.

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

2023 LSA Applications – I-2 Generator Project – Service Authorization for Engineering estimated at \$15,000.00, no objections to sign SOA from the Board.

Sewer Tap/Lateral Replacement Project – Pymatuning Village Club – Phase 1 – LSSE drafting Easement Exhibits for Solicitor review.

2024 LSA Applications – Scope: Grant applications for the installation of back-up generators at Interceptor Stations 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.

2025 Small Water and Sewer Grant Application – Submit a PA Small Water and Sewer application for the Interceptor Station I-2 improvements project. Improvements generally include upgraded pumps, panels, VFDs, HVAC, electrical and moisture proofing.

- Resolution to Apply in the amount of \$470,815.00
- Matching funds Commitment Letter in the amount of \$83,085.00

A motion was made by Mr. Richter to adopt Resolution 2025-2 (attached). Mr. Livingston 2<sup>nd</sup> – Jewart Y, McManus Y, Dickey Y, Livingston Y, Richter Y, motion carried.

**Solicitor's Report:**

Brett Stedman was present.

Mr. Stedman reviewed 9168 North Sunnyside Drive Sewer Main Easement.

**Manager's Report:****Business:**

Mrs. Kornman has been working with First National Bank to update the signers on the bank account, updates to signers should be as follows:

Remove: Mike Klink and James Davis

Add: Dave McManus

Keep Current Signers: Larry Jewart, Dominic Frisina, Michael Richter, Buffy Kornman  
Dan Dickey declines to be a signer

**Collections:**

15 liens pending filing with Mr. Stedman

1 lien refiled due to County error on a Tax Sale

Lien payments for the month of March totaling \$4,318.00 (3 liens Satisfied)

**Field:**

Callouts: 1 power outage

Poured beds and worked on televising for GIS system

**Completed Projects:**

Capital Improvements - Water Diversion Project I-5

**Pending Projects:**

2025 Capital Improvements:

- Driveway Repair I-2 – Quotes

Mansfield Sanitation: \$6,750.00 or with GEO Tech \$7,350.00

Shellhammer's: \$4,616.50

J & J Land Service: \$4,100.00

R.J. Roncaglione Excavating: \$4,540.00

- Water Diversion Project I-3 – Quotes –

Mansfield Sanitation: \$5,010.00 with HDPE or \$4,880.00 with SDR35

Shellhammer's: \$1,360.00

J & J Land Service: \$1,100.00

R.J. Roncaglione Excavating: \$2,758.00

A motion was made by Mr. Livingston to accept the quotes from J & J Land Service for the I-2 Driveway Repair and I-3 Water Diversion Project. Mr. Dickey 2<sup>nd</sup> – Jewart Y, McManus Y, Dickey Y, Livingston Y, Richter Y, motion carried.

### **Purchase Approvals:**

Gutters for Lab Building & Blower Room Building – Quotes

1 quote was received from Yoder Roofing & Construction for \$9,462.00

A motion was made by Mr. Dickey to accept the quote from Yoder Roofing & Construction. Mr. Livingston 2<sup>nd</sup> – Jewart Y, McManus Y, Dickey Y, Livingston Y, Richter Y, motion carried.

### **Unfinished Business:**

New Hire – Employee Benefits – Discussed in Executive Session

Employee Job Titles & Pay Scales, Benefits Policy – Discussed in Executive Session

1<sup>st</sup> Street Sewer Extension North Shenango Township – Status Review – 1 more connection completed.

Maintenance Technician – New Hire – Discussed in Executive Session

1283 Park Road – Lateral Quotes:

Mansfield Sanitation – Option 1- Suspended \$9,975.00  
Option 2 – Directionally Drilled \$15,950.00

Shellhammer's – Option 1 – Suspended \$4,645.00  
Option 2- Drilled \$12,190.00 (with possible \$1,045.00 addition)  
Eastside Option1 – Suspended \$9,165.00  
Eastside Option2 – Drilled \$12,450.00  
New Tap - Ditching \$8,745.00  
New Tap – Drilled \$12,300.00

Board discussed and decided Property Owner would have to consolidate lots so that the tap and lateral would be on the same parcel as the structure it serves, and recommends drilling to not disturb the creek. Contractor/Quote selection will be at Property Owner's discretion.

A motion was made by Mr. Richter to propose horizontal drilling only, and the Authority will contribute the amount in excess of sewer fees paid for the parcel at 1283 Park Road with the understanding that the Property Owner will consolidate lots so the tap and lateral are on the same parcel as the structure it serves. Mr. Livingston 2<sup>nd</sup> – Jewart Y, McManus Y, Dickey Y, Livingston Y, Richter Y, motion carried.

**New Business:**

9168 North Sunnyside Drive – Sewer Main Easement – Mr. Stedman reviewed in Solicitor's Report

A motion was made by Mr. Livingston to approve and sign the Easement Encroachment Agreement between North & South Shenango Joint Municipal Authority and Brian & Dana Dececco, owners of 9168 North Sunnyside Drive. Mr. Richter 2<sup>nd</sup> – Jewart Y, McManus Y, Dickey Y, Livingston Y, Richter Y, motion carried.

**Meeting went into Executive Session at 7:25pm to discuss personnel matters including Agenda items: New Hire-Employee Benefits, Employee Job Titles & Pay Scales, Benefits Policy, and Maintenance Technician-New Hire.**

**Formal Meeting Resumed at 7:55pm.**

A motion was made by Mr. Richter that as of today's date, new hires will pay 20% of their health care benefits package. Mr. Livingston 2<sup>nd</sup> – Jewart N, McManus Y, Dickey Y, Livingston Y, Richter Y, motion carried.

A motion was made by Mr. Richter to amend the motion he made to state, as of today's date, new hires will pay 20% of their health, vision, and dental benefits package. Mr. Livingston 2<sup>nd</sup> – Jewart N, Dickey Y, Livingston Y, Richter Y, motion carried.

The Employee Job Titles & Pay Scales Policy will be updated to include this change for New Hires.

A motion was made by Mr. Richter to hire Mason Reese starting at \$17.50/hour. Mr. Jewart 2<sup>nd</sup> – Jewart Y, McManus Y, Dickey Y, Livingston Y, Richter N, motion carried.

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

Meeting adjourned at 8:17pm.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Joe Livingston', with a stylized flourish at the end.

Joe Livingston, Secretary

**NORTH & SOUTH SHENANGO JOINT MUNICIPAL AUTHORITY**

**3334 Water Trail Drive**

**Jamestown PA 16134**

**724-932-3138**

**RESOLUTION NO. 2025-2**

Be it RESOLVED, that the NORTH & SOUTH SHENANGO JOINT MUNICIPAL AUTHORITY of CRAWFORD COUNTY is requesting a PA Small Water and Sewer grant in the amount of \$470,815.00 from the Commonwealth Financing Authority to be used for the INTERCEPTOR STATION 2 (I-2) IMPROVEMENTS 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 official(s) 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, Pennsylvania, hereby certify that the foregoing is a true and correct copy of a Resolution duly adopted by a majority vote of the NORTH & SOUTH SHENANGO JOINT MUNICIPAL AUTHORITY at a regular meeting held April 9, 2025 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 NORTH & SOUTH SHENANGO JOINT MUNICIPAL AUTHORITY, this 9<sup>th</sup> day of April 2025.

Buffy Kornman

Buffy Kornman - Business Manager

Buffy Korn

Signature

April 9, 2025

Date