

North and South Shenango Joint Municipal Authority
Monthly Meeting
01/14/2026
6:00pm

Call to Order:

Immediately following Reorganization Meeting 6:07pm

Members Present:

Mr. Richter, Chairman; Mr. Jewart, Vice Chairman; Mr. McManus, Treasurer; Mr. Betz, Asst Secretary/Asst Treasurer; Mr. Livingston, Secretary; Mr. Frisina

Management Staff Present:

Mrs. Kornman, Mr. Wise

Visitors Recognition:

Allan Graczyk, Boonie's Auto, was present to discuss recent Disconnection Notice.

Minutes:

December 10, 2025 meeting minutes were accepted as presented.

A motion was made by Mr. Richter to approve the December 10, 2025 meeting minutes. Mr. Livingston 2nd – Jewart Y, Frisina Y, Betz Y, McManus Y, Livingston Y, Richter Y, motion carried.

Financial Report:

December 2025 Financial Report:

Primary Acct Balance for the month;

Beginning Balance.....	\$ 413,655.19
Credits.....	\$ 50,234.02
Debits.....	\$ 152,823.11
Ending Balance.....	\$ 311,066.10

Reserve Acct Balance for the month;

Beginning Balance.....	\$ 157,178.43
Credits (Interest).....	\$ 35.50
Credit (Monthly Transfer from Primary Acct).....	\$ 1,000.00
Debits.....	\$ 0.00
Ending Balance.....	\$ 158,213.93

Certificates of Deposit;

Marquette Savings Bank...\$218,772.27 (04/17/2026)

Andover Savings Bank.....\$217,270.20 (01/15/2026)

Accounts Receivable Reconciliation Report for the month of December 2025 – Reviewed.

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

Engineer’s Report:

NPDES Renewal – Awaiting DEP Response.

Trail End Sanitary Sewer Extension – Following conversations with Pennsylvania Fish and Boat Commission, LSSE was informed that a survey for Digger Crayfish will be required prior to construction and permit approval – Reviewed quote from Edge Engineering and Science, LLC – Survey to take place in Spring of 2026 – no objections from the Board.

I-2 Generator Project – Pending.

Sewer Lateral Replacement Project – Pymatuning Village Club – Phase 1 –

- Change Order No. 1 in the amount of \$39,470.00
- Pay Application No. 1 in the amount of \$187,941.35

2024 LSA Applications – Grant applications for the installation of back-up generators at Interceptor Stations 1-5, one application for Phases 3-5 of the Pymatuning Village Club Sewer Lateral Replacement Project and supplemental grant funding for Interceptor Station I-2 were filed. – Funding was not awarded at the December 18, 2025 CFA Board Meeting.

2025 LSA Application – Application for Interceptor Station I-2 Upgrades, uploaded on November 26, 2025.

2025 Small Water and Sewer Grant Application – Application for Interceptor Station I-2 improvements project was submitted on April 29, 2025. It is anticipated that grant funding awards are to be made in winter of 2026.

Solicitor’s Report:

Brett Stedman was present.

Discussed Easement for Bonnie Lane.

Manager's Report:

Business – Late notices sent out to wrap up 4th quarter billing. New hire paperwork all complete. Engineer's Certificate for the Bond has been sent. Financial report for DAC signed at meeting and sent following day.

Collections – Lien payments for the month of December 2025 totaled \$6,017.95, 3 liens were satisfied. 7 pre-sale house inspection and lien cert requests. 4 liens filed and 2 disconnection notices mailed.

Field/Plant – Reviewed video of repairs completed in Pymatuning Village Club- Phase 1. 1 Callout for the month of December and 1 non-compliance caused by rapid snowmelt and rain. Maintenance Technicians all attended System Maintenance class. Discussed switching 4 C Stations to Transducers.

Completed Projects:

Review – 2025 Completed Capital Improvement Projects

Pending Projects:

Capital Improvements; Actuator Assembly for SBR – Pending – Delivery delayed to 01/23/2026

Purchase Approvals:

Capital Improvements; Transducer and Installation C-17, C-12, C-14, C-15

Quote – Northwest Electric \$4,216.00 per Station

Board would like Mr. Wise to obtain more quotes for review at next month's meeting.

Unfinished Business:

1283 Park Road – Connection – No change.

Disconnection Review – Reviewed 6 customers that will be mailed Disconnection Notices due to nonpayment of debt and services.

EDU Quarterly Billing Review – 5566 Bonnie Lane – with recent additions to this property, Board instructed to charge an additional EDU for quarterly billing.

New Business:

LSA Grant – Contract Extension Request Letter – Trails End – No objections from the Board.

NSSJMA Service Truck Replacement Policy – A motion was made by Mr. Richter to approve the Service Truck Replacement Policy. Mr. Livingston 2nd – Jewart Y, Frisina Y, Betz Y, McManus Y, Livingston Y, Richter Y, motion carried.

NSSJMA Asset Disposal Policy – A motion was made by Mr. Richter to approve the Asset Disposal Policy. Mr. Livingston 2nd – Jewart Y, Frisina Y, Betz Y, McManus Y, Livingston Y, Richter Y, motion carried.

NSSJMA Call-Out Policy & Procedure – A motion was made by Mr. Livingston to approve the Call-Out Policy & Procedure. Mr. Richter 2nd – Jewart Y, Frisina Y, Betz Y, McManus Y, Livingston Y, Richter Y, motion carried.

Pymatuning Village Club – Tap/Lateral Replacement Project – State Pipe Services – Change Order No. 1 and Pay Application No. 1 - Discussed in Engineer’s Report

Change Order Approval No. 1 – \$39,470.00

A motion was made by Mr. Richter to approve Change Order No. 1 at \$39,470.00. Mr. Livingston 2nd – Jewart Y, Frisina Y, Betz Y, McManus Y, Livingston Y, Richter Y, motion carried.

Pay Application No.1 - \$187,941.35

A motion was made by Mr. Richter to approve Pay Application No. 1 at \$187,941.35. Mr. Livingston 2nd – Jewart Y, Frisina Y, Betz Y, McManus Y, Livingston Y, Richter Y, motion carried.

Andover Bank CD (01/15/2026) – A motion was made by Mr. Richter to roll over into another 5-month CD. Mr. Livingston 2nd – Jewart Y, Frisina Y, Betz Y, McManus Y, Livingston Y, Richter Y, motion carried.

Pending – Sewer Tap/Lateral Replacement Project Review – Crom Road

A motion was made by Mr. Richter to approve a Sewer Tap/Replacement project for portions of Crom Road up to \$200,000.00. Mr. Livingston 2nd – Jewart Y, Frisina Y, Betz Y, McManus Y, Livingston Y, Richter Y, motion carried.

Resolution 2025-4 – 2026 Operating Budget (Amendment) – Complete - Reviewed with Board.

Monthly Saving Transfer Review for Upcoming Projects/Capital Improvements – Discussed, Board will review/approve Resolution at next month’s meeting.

Office Closure – February 4, 2026 – PA Rural Water Training

A motion was made by Mr. Richter to approve closing the Office on February 4, 2026 for staff to attend training. Mr. Livingston 2nd – Jewart Y, Frisina Y, Betz Y, McManus Y, Livingston Y, Richter Y, motion carried.

Adjournment:

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

Meeting adjourned at 8:30pm.

Respectfully Submitted,



Joe Livingston, Secretary