

North and South Shenango Joint Municipal Authority
Monthly Meeting
10/09/2024
6:00pm

Call to Order:

Mr. Richter called the meeting to order at 6:05pm

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. McManus, Mr. Livingston, Secretary (arrived late)

Management Staff Present:

Mrs. Kornman, Mr. Wise

Visitors Recognition:

Valerie O'Brien and Shari Hudak were present and recognized.

Jennifer & Bruce Woyt, Mortals Key Brewery, and Alan Endicott, Gatehouse Winery, were present to discuss the recent EDU Assessment.

Minutes:

September 11, 2024 meeting minutes were accepted as presented.

A motion was made by Mr. Jewart to approve the September 11, 2024 meeting minutes. Mr. Richter 2nd – Frisina Y, Jewart Y, Dickey Y, McManus Y, Richter Y, motion carried.

Financial Report:

September 2024 Financial Report:

Primary Acct Balance for the month;
Beginning Balance.....\$ 540,654.47
Credits.....\$ 50,136.62
Debits.....\$ 132,063.79
Ending Balance.....\$ 458,727.30

Reserve Acct Balance for the month;
 Beginning Balance.....\$ 141,500.21
 Credits (Interest).....\$ 60.20
 Credit (Monthly Transfer from Primary Acct).....\$ 1,000.00
 Debits.....\$ 0.00
 Ending Balance.....\$ 142,560.41

Certificates of Deposit;
 Marquette Savings Bank...\$207,155.51 (12/16/2024)
 Andover Savings Bank.....\$208,731.60 (03/14/2025)

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

Engineer’s Report:

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

NPDES Renewal – Awaiting DEP response.

Trails End Sanitary Sewer Extension – LSSE has reached out to DEP on status, DEP acknowledged receipt of Planning Module and will have minor comments regarding proposed Chapter 94 Flow.

2023 LSA Applications – CFA deferred announcement of awarded projects until either a special meeting to be held at the end of October or at the November 19th Board Meeting.

Sewer Tap Replacement Project – Pymatuning Village Club – Service Order Authorization for Engineering on the entire project, budget to be reviewed monthly and engineering for next phase will not be completed until authorization from Board. Authorization to advertise Phase 1.

A motion was made by Mr. Jewart to move ahead with Phase 1 of the Tap Repair Project in Pymatuning Village Club with LSSE. Mr. Frisina 2nd – Frisina Y, Jewart Y, Dickey Y, Livingston Y, Richter Y, McManus Y, motion carried.

A motion was made by Mr. Frisina to authorize advertising for Phase 1. Mr. Livingston 2nd – Frisina Y, Jewart Y, Dickey Y, Richter Y, Livingston Y, McManus Y, motion carried.

2024 LSA Applications – Review of preliminary application documents.

Solicitor’s Report:

Brett Stedman was present.

No Report.

Manager's Report:

Mrs. Kornman has sent letters to remaining five First Street customers notifying them of the final extension date for connection being March 1, 2025.

Notice to all customers of debt being sent to Collections was put in the 4th quarter newsletter. Mrs. Kornman asked the Board how they would like the fees to the Collection agency to be processed, it was decided that once debt payment is received, a check will be issued monthly to the Collection agency for payment of their fees.

42 PA One Calls, 4 Callouts, and 2 power failures for the month.

C-14 check valve vault is completed.

Unfinished Business:

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

1st Street Sewer Extension Review – North Shenango Township – Reviewed in Manager's Report.

Collection/Disconnection Policy – Reviewed in Manager's Report.

New Employee Hire – Maintenance Tech - A motion was made by Mr. Dickey to hire W. Kornman at the starting rate of \$17.50/Hour with benefits outlined in the Employee Job Titles and Pay Scale, approved June 12, 2024. Mr. Frisina 2nd – Jewart Y, Frisina Y, McManus Y, Dickey Y, Livingston N, Richter N, motion carried.

Honest Industries – EDU Assessment – Discussion took place, it was decided to schedule a Special Meeting/Work Session on October 16, 2024 at 6:00pm at the Authority Office to revise Resolution 1993-6.

New Business:

Plant Effluent Flowmeters – Effluent Flowmeters at the Plant are corroding and have reached their life expectancy; Mr. Wise would like approval to replace, per quote of \$11,897.00 for purchase, install and programming of 3 meters.

A motion was made by Mr. Livingston to approve the purchase of the Plant Effluent Flowmeters, Mr. Richter 2nd – Jewart Y, Frisina Y, McManus Y, Dickey Y, Livingston Y, Richter Y, motion carried.

Resolution 1993-6 – A Special Meeting/Work Session has been scheduled for October 16, 2024 at 6:00pm to revise Resolution 1993-6.

Guardian Insurance – 2025 Policy – Signatures were needed from the Board to cancel the Short-Term Disability Policy and Dependents Life Insurance coverage for 2025, voted and approved on 01/10/2024.

Stedman Law, LLC. – Mr. Stedman has left Brouse McDowell due to the firm not handling Municipal Law any longer. Mr. Stedman has opened his own firm, Stedman Law, LLC, all attorney fees will remain consistent through the end of 2024.

Romar Village – Mainline Maintenance – Discussion took place regarding NSSJMA taking over the mainline in Romar Village. Mainline would need to be brought up to NSSJMA standards before any decision would be made.

Halloween – North Shenango Community Center and Jamestown Elementary School

A motion was made by Mr. Richter to approve spending \$100.00/each on candy for North Shenango Community Center and Jamestown Elementary Trick or Treat. Mr. Livingston 2nd – Jewart Y, Frisina N, McManus Y, Dickey Y, Livingston Y, Richter Y, motion carried.

➔ See Attached Amendment.

2025 Budget Review – Board Members will review, make adjustments, and discuss at next month's meeting.

Pending Projects:

2024 Capital Improvements

Office Computers – Replacement – Reeves is picking old computers up on Friday October 11, 2024 at 3:00pm, they will transfer everything onto the new computers and return Tuesday October 15, 2024.

Transfer Switch – Pending.

Tap Repair Project

Project # 1: Sunnyside Drive (3 Taps) – Completed.

Project # 2: Linn Road (2 Taps)

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

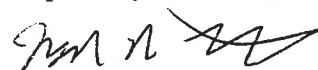
Completed Projects:

C-14 Check Valve Vault Installation

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

Meeting adjourned at 8:43pm.

Respectfully Submitted,



Joe Livingston, Secretary

Amendment to October 9, 2024 Meeting Minutes

- Frisina voted NO regarding Halloween Candy purchase. Mr. Frisina feels as though the NSSJMA Board should contribute / pay for the Candy instead of the Authority.