

North and South Shenango Joint Municipal Authority  
Monthly Meeting  
03/12/2025  
6:00pm

**Call to Order:**

Mr. Richter called the meeting to order at 6:02pm

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

**Management Staff Present:**

Mrs. Kornman, Mr. Wise

**Visitors Recognition:**

Donna and Lori Soukup were present to continue discussion on their sewer connection. The Authority will gather more information and plans to work towards a resolution, will continue discussion at next month's meeting.

Sharlene Caveeck, representing Westford United Methodist Church, was present and recognized.

Gary Betz, North Shenango Township, was present and recognized, possibly interested in a Board position in the future.

**Minutes:**

February 12, 2025 monthly meeting minutes were accepted as presented.

A motion was made by Mr. Richter to approve the February 12, 2025 meeting minutes. Mr. Livingston 2<sup>nd</sup> – Jewart Y, Frisina Abstain, McManus Abstain, Dickey Y, Livingston Y, Richter Y, motion carried.

**Financial Report:**

February 2025 Financial Report:

Primary Acct Balance for the month;  
Beginning Balance.....\$ 484,323.46  
Credits.....\$ 175,712.60

Debits.....\$ 177,263.58  
Ending Balance.....\$ 482,772.48

Reserve Acct Balance for the month;

Beginning Balance.....\$ 146,786.08  
Credits (Interest).....\$ 45.05  
Credit (Monthly Transfer from Primary Acct).....\$ 1,000.00  
Debits.....\$ 0.00  
Ending Balance.....\$ 147,831.13

Certificates of Deposit;

Marquette Savings Bank...\$211,418.11 (06/16/2025)  
Andover Savings Bank.....\$208,731.60 (03/14/2025)

A motion was made by Mr. Livingston to approve the financial report and pay the bills for the month of February 2025. Mr. Dickey 2<sup>nd</sup> – Jewart Y, Frisina Y, McManus 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 Application - I-2 Generator Project – LSSE to provide SOA for Authority review at April meeting.

Sewer Tap/Lateral Replacement Project – Pymatuning Village – Reviewing information/comments provided by Operations Staff following March 6, 2025 conference call.

2024 LSA Applications – Grant applications for the installation of back-up generators at Interceptor Stations I-5, one application for Phases III-IV of the Pymatuning Village Club Sewer Tap/Lateral Replacement Project and supplemental grant funding for Interceptor Station 2 were filed.

2025 Small Water and Sewer Grant Application – Approval to submit Grant application for I-2 Pump Station Improvement Project.

#### **Solicitor's Report:**

Brett Stedman was present.

Reviewed that electric rates, although in contract, will increase significantly in the near future.

Mr. Jewart had some questions/concerns to review with Mr. Stedman.

Mr. Jewart questioned if there was a conflict of interest of having Township Supervisors on the Sewer Authority Board.

Mr. Jewart questioned why the Board previously voted to have Mr. Stedman not attend every meeting in efforts to save the Authority money, then voted to have him attend every meeting.

Mr. Jewart questioned if there was a conflict of interest having the same Solicitor as the Townships when the Sewer Authority has Township Supervisors sitting on the Board.

Mr. Stedman stated that when it comes to Township Supervisors on the Sewer Authority Board, they are voting as Sewer Authority Board Members not Township Supervisors.

**Manager's Report:**

Mrs. Kornman working with First National Bank to update signers on bank accounts.

Mrs. Kornman would like to revise the disconnection for demo permit process, no objections from the Board.

**Completed Projects:**

**Capital Improvements; Station Restoration Project:** C-1, C-4, C-5, C-6, C-7, C-9,  
C-11, C-13, C-14, C-16, C-17

**Pending Projects:**

**2025 Capital Improvements:** Water Diversion Project I-5

**Purchase Approvals:**

Air Release Valves – Quote review \$65,775.80 - LB Water – through CoStars – Budgeted in Capital Improvements.

A motion was made by Mr. Livingston to approve the Air Release Valve replacement parts from LB Water. Mr. Richter 2<sup>nd</sup> – Jewart Y, Frisina Y, McManus Y, Dickey Y, Livingston Y, Richter Y, motion carried.

**Unfinished Business:**

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

1<sup>st</sup> Street Sewer Extension – North Shenango Township – Status Review- Deadline to connect was March 1, 2025. 4 Customers left to connect, will be turned over to North Shenango Township for violation of Ordinance.

Disconnection Review – Continued discussion on sewer service disconnection process due to non-payment.

Maintenance Technician – Board to discuss in Executive Session.

**New Business:**

2024 Audit – Maloney, Reed, Scarpitti & Company, LLP – Currently in process.

Multiple Taps on Consolidated Property – Reviewed process on removing Taps on lots that have been consolidated with a lot that has an existing Tap. Will begin with Pymatuning Village Club Tap Project. All customers will be notified prior to, and Taps will be confirmed no connection prior to removing.

Resolution 2024-1 – Amendment = Resolution 2025-1 (Attached)

A motion was made by Mr. Livingston to adopt Resolution 2025-1, amending change to the EDU schedule for Churches, making them exempt. Mr. Richter 2<sup>nd</sup> – Jewart Y, Frisina Y, McManus Y, Dickey Y, Livingston Y, Richter Y, motion carried.

**Executive Session – Requested by M. Richter: New Hire – Employee Benefits**

Meeting went into Executive Session at 7:45pm.

**Formal Meeting Resumed at 8:10pm.**

Board would like Mrs. Kornman to set up a meeting with the Authority's insurance broker to discuss Employee Benefit options for new employees.

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

Meeting adjourned at 8:13pm.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Joe Livingston".

Joe Livingston, Secretary

NORTH AND SOUTH SHENANGO JOINT MUNICIPAL AUTHORITY

Crawford County, Pennsylvania

RESOLUTION 2025-1

**A RESOLUTION OF THE NORTH AND SOUTH SHENANGO JOINT MUNICIPAL  
AUTHORITY AMENDING RESOLUTION 2024-1.**

*Be it Resolved* by the Board of the North and South Shenango Joint Municipal Authority as follows:

The fee schedule contained in Section 2 of Resolution 2024-1, titled

**“Schedule for Determining EDUs for Establishments and Dwellings”**


is hereby amended to change the EDU fee for Churches to read as follows:

13.) Churches – ~~1-EDU~~ **EXEMPT**

This Resolution shall become effective Immediately.

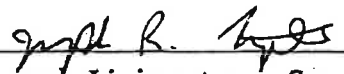
Therefore be it resolved, and it is hereby resolved, that the foregoing Resolution of the North and South Shenango Joint Municipal Authority has been approved and enacted on this the 12 day of March, 2025.

NORTH AND SOUTH SHENANGO JOINT  
MUNICIPAL AUTHORITY

By:   
Michael Richter - Chairman

  
Larry Jewart - Vice Chairman

ATTEST:

  
Joseph Livingston - Secretary