

North and South Shenango Joint Municipal Authority
Monthly Meeting
01/08/2025
6:00pm

Call to Order:

Mr. Richter called the meeting to order at 6:37pm, immediately following the Reorganization Meeting.

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:

No visitors present.

Minutes:

December 11, 2024 regular monthly meeting minutes were accepted as presented.

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

Financial Report:

December 2024 Financial Report:

Primary Acct Balance for the month;
Beginning Balance.....\$ 495,824.24
Credits.....\$ 31,167.48
Debits.....\$ 137,049.84
Ending Balance.....\$ 389,941.88

Reserve Acct Balance for the month;
Beginning Balance.....\$ 144,678.19
Credits (Interest).....\$ 58.37
Credit (Monthly Transfer from Primary Acct).....\$ 1,000.00
Debits.....\$ 0.00
Ending Balance.....\$ 145,736.56

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 December 2024 – Reviewed.

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

Engineer's Report:

Ken Parks was present.

GIS System – Updating Base Map as requested by Field Crew.

NPDES Renewal – Awaiting DEP response.

Trails End Sanitary Sewer Extension – Planning approval has been received from DEP. LSSE preparing WQM permit application.

2023 LSA Application – I-2 Generator Project – Installation of a stand-by generator at Interceptor Station I-2. Project was awarded \$100,000.00 from the 2023 LSA Application in November 2024. Board to discuss Engineer's scope of work (bid services, construction phase services, etc.) related to the project.

Sewer Tap / Lateral Replacement Project – Pymatuning Village Club – Phase 1 – Meeting with Mr. Wise Tuesday January 14th to determine Existing System/Connection details.

2024 LSA Applications – 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 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:

Letters have been mailed to Honest Industries, North Shenango Township, and North Shenango Community Center regarding Resolution 2024-1.

2025 Budget has been sent to DAC for the Bond Indenture; copy of 2025 Budget is available for public review in the office.

Tap and Lateral sheets are being added to the GIS by B. Kornman. Field has been working on televising for GIS.

Debt request mailed out for past due balance owed on property being sold in a Judicial Sale.

Worked with Diversified Billing to revise the Trial Balance Report to reflect quarterly billing rather than monthly. Updated the past due penalty amount to \$10.00, to begin at 2nd Quarter Billing, April 1st 2025.

Continued training on QuickBooks with Ms. Brown.

Letter mailed to Mr. Lieb, Blue Haven Campground, from Brett Stedman regarding Mr. Lieb's default in payment agreement.

11 PA One Calls, 9 Callouts (2 backups, 3 power outages, 1 force main break, 2 floats, C-6 header pipe) 2 Noncompliance's (force main break and phosphorous)

Field work on GIS, annual I Station checks, and flushed problem areas.

Unfinished Business:

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

1st Street Sewer Extension Review – North Shenango Twp – Final connections must be made by March 1, 2025.

Honest Industries – Discussed an email received from J. Woyt regarding recent EDU Assessment and the Brewery Gift Shop, Board stated no change, based off EDU Assessment and Resolution 2024-1.

New Business:

DCNR – Pymatuning State Park – Discussed change in Park Management.

Pending Projects:

2025 Capital Improvements:

Water Diversion Project – I-5 – Pending.

Collector Station Building Rehab – Quotes to Review;

Cambridge Construction \$7,642.00 per unit

Yoder Construction \$7,795.00 per unit

All Trade Construction \$9,220.00 per unit

A motion was made by Mr. Livingston to accept the quote from Yoder Construction. Mr. Richter 2nd – Jewart Y, Frisina Y, McManus Y, Dickey Y, Livingston Y, Richter Y, motion carried.

Tap Repairs:

Tap Repair Project
Project #1 : Sunnyside Drive (3 Taps) – Completed.
Project #2 : Linn Road (2 Taps)
Project #3 : Stillwater Trail (1 Tap) – Completed.

Completed Projects:

Capital Improvements; Office Roof Replacement

Mr. Richter called an Executive Session to discuss personnel matters at 7:24pm

Formal Meeting Resumed at 7:28pm.

Regarding W. Kornman's insurance policy – At last month's meeting the Board had instructed Mrs. Kornman to put W. Kornman back on her insurance policy rather than him having his own, in an effort to save the Authority money. Mrs. Kornman asked if W. Kornman would be compensated in another way (i.e. more vacations days) since he is not receiving the individual benefits (his own policy, after a 90-day probation period) offered at time of hire; Board discussed and decided that no compensation will be granted to W. Kornman, if he decides he wants his own policy in the future, he would be entitled to it.

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

Meeting adjourned at 7:29pm.

Respectfully Submitted,

A handwritten signature in dark ink, appearing to read 'Joe Livingston', written over a horizontal line.

Joe Livingston, Secretary