

North and South Shenango Joint Municipal Authority
Monthly Meeting
12/10/2025
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. Betz, Asst Secretary/Asst Treasurer; Mr. Livingston, Secretary

Management Staff Present:

Mrs. Kornman, Mr. Wise

Visitors Recognition:

None.

Minutes:

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

A motion was made by Mr. Livingston to approve the November 12, 2025 meeting minutes, Mr. McManus 2nd – Jewart Y, Betz Y, McManus Y, Livingston Y, Richter Y, motion carried.

Financial Report:

November 2025 Financial Report:

Primary Acct Balance for the month;
Beginning Balance.....\$ 382,541.84
Credits.....\$ 160,962.09
Debits.....\$ 129,848.74
Ending Balance.....\$ 413,655.19

Reserve Acct Balance for the month;
Beginning Balance.....\$ 156,148.51
Credits (Interest).....\$ 29.92
Credit (Monthly Transfer from Primary Acct).....\$ 1,000.00

Debits.....\$ 0.00
Ending Balance.....\$ 157,178.43

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 November 2025 – Reviewed.

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

Engineer's Report:

NPDES Renewal – Awaiting DEP Response

Trails End Sanitary Sewer Extension – WQM Permit received this month.

I-2 Generator Project – Pending

Sewer Lateral Replacement Project – Pymatuning Village Club – Phase 1 – Completion of construction expected this month.

2024 LSA Applications – Grant applications submitted for the installation of back-up generators at Interceptor Station I-5, Phases III-V of the Pymatuning Village Club Sewer Lateral Replacement Project, and supplemental grant funding for Interceptor Station I-2.

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

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

Solicitor's Report:

Brett Stedman was not present.

No Report.

Manager's Report:

Business – 2026 Budget and Resolutions sent to DAC for the US Bank Bond. Tax Sale payments of \$7,383.23 processed and letters sent to new customers. 2026 Benefit renewals have all been submitted Reviewed Blue Haven Disconnection.

Collections – Lien payments for the month of November 2025 totaled \$15,233.53, 15 liens satisfied. 3 pre-sale inspection and lien cert requests. 29 30-Day Lien Notices mailed 9/25/25 – payments received totaling \$10,995.71. 13 30-Day Lien Notices mailed 11/26/25 – payments received totaling \$853.32.

Field – 3 Callouts for the month of November. Emergency repair on Jefferson was in our right of way. Working on system for inventory of parts. Air Release Valve cleaning started and will be done twice a year. Discussed Field Technician New Hire.

Completed Projects:

Flush Truck Repair – Stephenson Equipment – Complete.

Pending Projects:

Capital Improvements; Actuator Assembly for SBR – Expected delivery December 15, 2025

Unfinished Business:

1283 Park Road – Connection – No change, Mr. Stedman will send letter to customer.

Disconnection Review – Reviewed Blue Haven disconnection and discussed notices that will be mailed this month. Will review top debtors list at January meeting and proceed with sending 30-day disconnection notices.

New Business:

Customer Question – Mace – 1717 Homestead Dr. – Reviewed questions from customer regarding lateral.

LSSE Civil Engineers – 2026 Retainer Agreement

A motion was made by Mr. Richter to approve the 2026 Retainer Agreement for LSSE, Mr. Livingston 2nd – Jewart Y, Betz Y, McManus Y, Livingston Y, Richter Y, motion carried.

Debt Review – 1787 Alden Lane – Reviewed Customer's situation in obtaining property, no debt forgiveness will be given at this time.

NSSJMA Office Closure – December 26, 2025 – No objections from the Board.

Review Truck Purchase Procedure – Mr. Wise is working on the Truck Purchase Procedure and had questions for the Board regarding years vs. mileage for trade in. Policy will be brought to next month's meeting.

NSSJMA New Hire – Maintenance Technician – Discussed in Manager's Report, No objections from the Board to hire Owen Matola as NSSJMA Maintenance Technician starting at \$17.50/hour with Benefit Guidelines from the NSSJMA Job Titles and Pay Scales Policy.

EDU Quarterly Billing Review – 5566 Bonnie Lane – Pending with Township - Tabled until next month's meeting.

Resolution 2025-6 – NSSJMA 2026 Sewer Rates – \$121.08/quarter

A motion was made by Mr. Richter to approve Resolution 2025-6 – NSSJMA 2026 Sewer Rates, Mr. McManus 2nd – Jewart Y, Betz Y, McManus Y, Livingston Y, Richter Y, motion carried.

Adjournment:

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

Meeting adjourned at 7:18pm.

Respectfully Submitted,

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

Joe Livingston, Secretary