

North and South Shenango Joint Municipal Authority
Monthly Meeting
07/10/2024
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. Frisina, Treasurer; Mr. Dickey, Asst Secretary/Asst Treasurer; Mr. Livingston, Secretary

Management Staff Present:

Mrs. Kornman, Mr. Wise

Visitors Recognition:

None.

Minutes:

June 12, 2024 meeting minutes were accepted as presented.

A motion was made by Mr. Livingston to approve the June 12, 2024 minutes. Mr. Jewart 2nd – Frisina Y, Jewart Y, Dickey Y, Richter Y, Livingston Y, motion carried.

Financial Report:

June 2024 Financial Report:

Primary Acct Balance for the month;

Beginning Balance.....	\$ 500,229.41
Credits.....	\$ 42,352.40
Debits.....	\$ 93,769.08
Ending Balance.....	\$ 448,812.73

Reserve Acct Balance for the month;

Beginning Balance.....	\$ 138,283.22
Credits (Interest).....	\$ 69.04
Credit (Monthly Transfer from Primary Acct).....	\$ 1,000.00

Debits.....\$ 0.00
Ending Balance.....\$ 139,352.26

Certificates of Deposit;

Marquette Savings Bank...\$203,527.15 (07/15/2024)
Andover Savings Bank.....\$203,466.71 (09/14/2024)

Accounts Receivable Reconciliation Report for month of June 2024 - Reviewed

A motion was made by Mr. Richter to approve the June 2024 Financial Report. Mr. Livingston 2nd – Frisina Y, Jewart Y, Dickey Y, Richter Y, Livingston Y, motion carried.

A motion was made by Mr. Richter to pay the bills for the month of June 2024 Mr. Livingston 2nd – Frisina Y, Jewart Y, Dickey Y, Richter Y, Livingston Y, motion carried.

Engineer's Report:

Will Graham was present.

GIS System – Updating base map as requested by field crew.

NPDES Renewal – Awaiting DEP response.

Trails End Sanitary Sewer Extension – Planning Module Component 3m application has been submitted to DEP via OnBase on July 9, 2024.

2023 LSA Applications – 2023 Award Notices are expected at the November 2024 CFA Board Meeting. 2024 Application window will be open from September 9th to November 30th.

Preparedness, Prevention and Contingency Plan (PPC Plan) – PPC plan has been implemented and included in the Plant's Standard Operating Procedures.

Solicitor's Report:

Brett Stedman was present.

Sewer Disconnection – Policy and Procedure Review – Continued discussion and work on Policy and Procedure for delinquent accounts and disconnection. Mrs. Kornman will contact Sharp Collections for information on sending debt to them, will discuss further at next month's meeting.

Manager's Report:

Mrs. Kornman reviewed the televising/flushing project and how she is documenting it on the GIS system.

Security detector in Board room has been replaced.

33 PA One Calls, 9 Callouts for the month of June 2024.

Wet well cleaning is done, drying beds are ready to pour.

Muffin Monster machine has been fixed and reinstalled.

Flush Truck tank is leaking, Mr. Wise is working on getting a new tank and necessary parts to complete repair.

Unfinished Business:

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

Review Guidelines/Requirements for Policy on Condemned Property and Delinquency/Disconnection – Discussed in Solicitor's Report.

MuniciPay Status – Active July 1, 2024.

2023 Audit – Maloney, Reed, Scarpitti & Company, LLP – In progress, reviewed in Manager's Report.

PPC Plan – Reviewed in Engineer's Report.

New Business:

Marquette CD – Mature Date – July 15, 2024 – A motion was made by Mr. Richter to approve Mrs. Kornman to renew the Marquette CD at the best rate possible, no greater than 6 months. Mr. Livingston 2nd – Frisina Y, Jewart Y, Dickey Y, Richter Y, Livingston Y, motion carried.

1st Street Sewer Extension Review – North Shenango Twp. – Required connection deadline has been extended to all remaining customers until September 13, 2024. No objections from the Board.

1283 Park Drive, Espyville – Sewer Connection – Mr. Stedman will write a letter to the customer explaining the required connection to the public sewer system to be compliant with North Shenango Township Ordinance and ask that any questions or concerns be brought to the Board at the next monthly meeting.

Tap Repair Projects – Quote Review

Project #1: Sunnyside Drive (3 Taps) – Mansfield Sanitation quoted \$7,420.00. Shellhammer's submitted a quote for \$3,525.00.

Project #2: Linn Road (2 Taps) – Mansfield Sanitation quoted \$10,470.00. Shellhammer's submitted a quote for \$2,825.00.

Project #3: Stillwater Trail (1 Tap) – Mansfield Sanitation quoted \$2,540.00. Shellhammer's submitted a quote for \$1,625.00

A motion was made by Mr. Frisina to select the lowest bids, all 3 from Shellhammer's for the Tap Repair projects. Mr. Dickey 2nd – Frisina Y, Jewart Y, Dickey Y, Richter Y, Livingston Abstain, motion carried.

Pending Projects:

2024 Capital Improvements – Transfer Switch

Tap Repairs / Tap Projects – Mr. Wise working with the Engineers to put together a Tap Repair Project for Pymatuning Village Club.

A motion was made by Mr. Richter to move forward with the Tap Repair Project. Mr. Livingston 2nd – Frisina Y, Jewart Y, Dickey Y, Richter Y, Livingston Y, motion carried.

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

Meeting adjourned at 7:55pm.

Respectfully Submitted,

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

Joe Livingston, Secretary