

North and South Shenango Joint Municipal Authority
Monthly Meeting
05/14/2025
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. Dickey, Asst Secretary/Asst Treasurer; Mr. Frisina; Mr. Livingston, Secretary (arrived late)

Management Staff Present:

Mrs. Kornman, Mr. Wise

Visitors Recognition:

Gary Betz was present and recognized.

Minutes:

April 9, 2025 meeting minutes were accepted as presented.

A motion was made by Mr. Dickey to approve the April 9, 2025 meeting minutes. Mr. Jewart 2nd – Jewart Y, Frisina Abstain, McManus Y, Dickey Y, Richter Y, motion carried.

Financial Report:

April 2025 Financial Report:

Primary Acct Balance for the month;
Beginning Balance.....\$ 361,290.72
Credits.....\$ 203,193.41
Debits.....\$ 116,134.12
Ending Balance.....\$ 448,350.01

Reserve Acct Balance for the month;
Beginning Balance.....\$ 148,881.40
Credits (Interest).....\$ 48.98
Credit (Monthly Transfer from Primary Acct).....\$ 1,000.00

Debits.....\$ 0.00
Ending Balance.....\$ 149,930.38

Certificates of Deposit;

Marquette Savings Bank...\$211,418.11 (06/16/2025)
Andover Savings Bank.....\$213,541.05 (08/15/2025)

Accounts Receivable Reconciliation Report for the month of April 2025 – Reviewed.

A motion was made by Mr. Richter to approve the financial report and pay the bills for the month of April 2025. Mr. Jewart 2nd – Jewart Y, Frisina Y, McManus Y, Dickey 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 Applications – I-2 Generator Project – Project was awarded \$100,00.00 from 2023 Local Share Account application, awarded in November 2024. Project in is planning phase.

Sewer Tap/Lateral Replacement Project – Pymatuning Village Club- Phase 1 – LSSE drafting Easement Exhibits for Solicitor review, preliminary drawings provided at meeting for Authority review and comment.

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

2025 Small Water and Sewer Grant Application – Application for Interceptor Station I-2 improvement project was submitted April 29, 2025. Grant funding awards are to be made in the winter of 2026.

Solicitor's Report:

Brett Stedman was present.

Mr. Stedman reviewed that the 9168 North Sunnyside Drive Easement was recorded on 05/13/2025.

Manager's Report:

Business:

2nd Quarter Billing and 2025 Standby Billing have been sent out.

Signers on the First National Bank accounts will be updated with approval of April 9, 2025 Minutes.

Mrs. Kornman reviewed the Ford Business Technology Copier Maintenance Contract, Board declined.

Reviewed recent County Owned property sales.

Rick Clayton has finished the Audit and will be attending the next month's meeting to review.

Mrs. Kornman reviewed report received from Sharp Collections, no payments received to date. Board would like Mrs. Kornman to look into other Collection Company options.

Collections:

Lien payments for the month of April 2025 totaling \$1,313.28, 1 Lien satisfied.

Field:

Reviewed non-compliances due to 2 different rain/high-water events and 2 force main breaks.

7 Callouts for the month of April (5 due to high-water events)

Replaced decant arm gear box on the SBR

New Effluent Flow Meters installed and working well.

Completed Projects:

Effluent Flow Meters at Plant – Complete.

Pending Projects:

Driveway Repair I-2 – Insurance review is in progress for coverage of excavation, once confirmation is received from Contractor's insurance company, project can proceed.

Water Diversion Project I-3 – Insurance review is in progress for coverage of excavation, once confirmation is received from Contractor's insurance company, project can proceed.

Gutter Replacement – Lab Building & Blower Room Building – Will be a month or two before Contractor can start project.

Purchase Approvals:

Effluent Sampler at Plant – Quotes

1 quote received from USA Blue Book \$12,343.00 (shipping and installation not included)

1 quote received from The Meter Guy, LLC. \$12,200.00 (shipping included, installation additional \$750.00)

A motion was made by Mr. Richter to approve the quote from The Meter Guy, LLC for \$12,200.00. Mr. Livingston 2nd – Jewart Y, Frisina Y, McManus Y, Dickey Y, Livingston Y, Richter Y, motion carried.

Unfinished Business:

9168 North Sunnyside Drive – Sewer Main Easement – Reviewed in Solicitor's Report that Easement was recorded on May 13, 2025 by Mr. Stedman.

1283 Park Road – Connection – Reviewed status, pending with customer.

New Business:

Authority Contracts – Reviewed current requirements and how to revise moving forward. Will continue review, revision, and discussion.

Certified Letter to Chairman of the Board – Rec'd 04/18/2025 – Certified Letter received on April 18, 2025 was opened by Mr. Richter at this meeting, the letter was the Right to Know Request, sent incorrectly to the Chairman of the Board, letter should have been addressed to the Right to Know Officer.

Right to Know Request (05/08/2025) – A RTK request filed on April 17, 2025 was appealed through the Office of Open Records due to no response received by the Authority. It was discovered that the Right to Know requested was the Certified Letter addressed to the Chairman of the Board instead of the Right to Know Officer. Mr. Stedman is filing a submission with an affidavit from the Right to Know Officer, Mrs. Korman. The Right to Know information requested has been prepared and will be submitted by the deadline.

2025 CASH Scholarship applicant – Only 2 applications were received by Mr. Whalen for 2025. 2024 Scholarship is pending recipient requirement of touring a facility.

Ford Business Technology – Copier Service/Maintenance Proposal – Service contract proposal reviewed in Manager's Report, Board declined.

Smartest Energy – Notice of Rate Increase Starting June 1, 2025 – Received and reviewed.

Accessory Dwelling Unit (ADU) Review – Accessory Dwelling Unit presented by North Shenango Township for approval. Guidelines reviewed. Resolution will be drafted for review/approval at next month's meeting.

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 7:22pm.

Respectfully Submitted,

Joe Livingston, Secretary



**DANIEL DICKEY
ASSISTANT SECRETARY**