

FOX TOWNSHIP SEWER AUTHORITY MEETING MINTES
MAY 13, 2026 – PAGE 1

MEMBERS PRESENT: Russ Braun, Perry Casper, John (Pat) Minard, and Jerry Zimmerman. OTHERS PRESENT: Shawn Zimmerman, Shane Buzard Plant Operators and Juli A. H. Schlimm, Authority Clerk. Dylan Cowell of HRG Engineering. Cody and Shannon Woelfel and Mike Delullo were visitors.

The visitors were recognized as the first order of business. Shannon and Cody Woelfel expressed interest in connecting their camp to the public sewer line. Mike Delullo accompanying the Woelfel's presented an engineered plan for a line approximately seven hundred fifty feet (750') in length with a lamp hole, done by ARS Engineering Services of Johnsonburg. Dylan of HRG will review the plan as is standard and comment on the proposed plan. The cost of the engineering review is invoiced to the developer. Typically, it is extended to the adjoining property if there is opportunity for future development. This will be revisited next month. Shawn mentioned that this should be separated from the Industrial Park line so theirs is representative of industrial waste only.

MINUTES of 04/08/26 meeting were approved as written and previously emailed to members as moved by Russ Braun, seconded by John (Pat) Minard, motion carried.

HRG's ENGINEERING REPORT as presented by Dylan Cowell of HRG Engineering was as follows:

PONTZER PUMP STATION PROJECT – Dylan Cowell told members the pump station is operational, the general contractor is finished with their work. The electrical contractor is coordinating with the electric company to turn the power switch over. The final generator start-up will be scheduled. HRG is recommending approving pay application #1 for the first pay application to the General Contractor, in the amount of Four hundred fifty-nine thousand eight hundred dollars (\$459,800), as moved by Jerry Zimmerman, seconded by Perry Casper, motion carried. The General Contractor is finished with their work. Twenty-four thousand two hundred dollars (\$24,200) is being held. The Electrical Contractor is coordinating with the electric company to complete the permanent power connection, finalize the generator installation and complete final construction items. The grant deadline is September 30, 2026. Fox Township Sewer Authority has received a CFA Small Water and Sewer Grant in the amount of Four hundred eighty-four thousand five hundred dollars (\$484,500) for the completion of this project. Pat asked how much FTSA has available. Juli said the Authority has slightly over three hundred thousand (\$300,000) invested. Dylan commented he will do a project submittal to the grant. The first Pontzer Project funds were received in an increment of forty-three thousand seven hundred eight dollars (\$43,708).

THE 2025 LSA GRANT APPLICATION FOR THE CLARIFIER PROJECT was submitted in November 2025. No Grant awards are expected for several months.

CHAPTER 94 REPORT for 2025 was submitted to the state prior to the due date 3/31/26. Nothing further heard from the state.

BILLS TO BE APPROVED FOR PAYMENT with Check #5403 to Check #5434 in the amount of \$60,070.18, with \$309.66 being reimbursable for May 2026, as moved by Russ Braun, seconded by Perry Casper, all agreed, motion carried.

BILLS PREVIOUSLY APPROVED FOR PAYMENT for the **PONTZER PROJECT** were paid to Kronenwetter Electric on 4/28/26 with Check #1001 in the amount \$51,421.46 (Pay apps 1, 2, 3).

UNFINISHED BUSINESS:

Jerry suggested moving the Pontzer Pump Station tour next meeting starting at 6:00 p.m. on site, then back to the Township Building for the remainder of the regular monthly meeting.

NEW BUSINESS: Juli included a summary (attached to the minutes for reference) regarding the **GKN Spill** in everyone's meeting packet. Shawn addressed the board concerning the details of it. The DEP representative will be meeting with the operators tomorrow for a plant visit. All costs for additional pumping by Buerk's and White Oak's lab testing will be billed directly to GKN. Billing for the operator's time was also discussed. Buerk's pumped and all the hydraulic oil and wastewater were placed into a fracking container and returned to GKN. Clear water a company from NY, will be picking this up from GKN. Shawn suggested letters be sent to the industrial businesses informing them we will accept no process waste. We do not have a pre-treatment program and would like to keep things the same.

REPLACEMENT OF YARD HYDRANTS – Shawn obtained an estimate from contractor Ryan Vollmer for the replacement of three (3) existing yard hydrants at the plant. The cost of the excavating is \$3,770.00.

INSTALLATION OF A NEW 6" VALVE – A second estimate was received also from Ryan Vollmer to install a new 6" valve at the plant. This too, is for installation and excavating. FTSA supplies the hydrants and valve. Shawn said things have just worn out over time. The cost for the excavation and installation of the valve is \$7,580.00. Members talked about budgeting for it. After discussion Jerry suggested having it done using the funds in the Capital Improvements account. We currently have \$14,357.57 in it. Jerry suggesting submitting these costs to the county Act #13 funds for consideration of reimbursement. The submittals are due in August to the County. John (Pat) Minard moved to use our Capital Improvements money and then seek reimbursement, seconded by Perry Casper, motion carried.

DIGESTER – The valve is stripped on top of the digester. Shawn said he was going to get a price quote from Melvin Dinsmore Welding to see what it will cost to fix this. He is unsure until he has them come look at it and give us a quote.

MARCH DMR (Discharge Monitoring Report) – was fine per Shawn. 3.76 tons of sludge were hauled for the month as well.

OVERTIME HOURS were presented for the past month.

THE BILLS IN ARREARS REPORT due date fell due on 5/9/26. Nineteen (19) delinquent letters were written to past due accounts on 4//26 for the April's billing cycle. Fourteen of Nineteen were paid. Three (3) postings were done, on 4/20/26. The Wonderlling account #2370 was turned over for water shut-off.

LIEN ACTION TAKEN - Account #2100 had the water shut off on 3/24/26 and hasn't been paid. Lien action can be taken per policy. It was moved by Russ Braun, seconded by John (Pat) Minard, motion carried.

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OTHER BUSINESS: Cole Mattivi made an in-person inquiry about developing land on Laurel Lane. His grandparents plan to subdivide their property in the future. He was interested in finding out connection options. He was informed he would need an engineered plan that would go through our review process with HRG at his cost.

THE NEXT MEETING DATE IS: **WEDNESDAY, JUNE 10, 2026 @ 6:00 P.M. It will begin with a tour of the Pontzer Pump Station.**

ADJOURNMENT: As there was no other business to be discussed the meeting adjourned @ 6:57 p.m., as moved by John (Pat) Minard, seconded by Russ Braun, motion carried.