

FOX TOWNSHIP SEWER AUTHORITY MEETING MINUTES- 4/9/25 -PAGE 1

MEMBERS PRESENT: Perry Casper, Jim Chorney, Ken Huey, John (Pat) Minard, and Jerry Zimmerman. **OTHERS PRESENT:** Shawn Zimmerman and Shane Buzard, Plant Operators, Dylan Cowell of HRG Engineering and Juli A. H. Schlimm, Authority Clerk.

VISITORS: There were no visitors present.

CALLED TO ORDER by Chairman Jerry Zimmerman, followed by the Pledge to the Flag.

MINUTES – of the 3/12/25 meeting minutes were approved as written and previously emailed to members as moved by John (Pat) Minard, seconded by Perry Casper, motion carried.

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

CHAPTER 94 REPORT – This year's report was submitted to the state on 3/26/25.

LSA GRANT APPLICATION FOR 2024 – for the Township Pump Station was submitted on 11/26/2024. No grant decisions are expected for a few months. Eligible projects must have a total cost of \$25,000 or more. Grant requests cannot exceed \$1,000,000. A match component is not required.

PONTZER PUMP STATION PROJECT FINAL DESIGN, BIDDING AND CONSTRUCTION

ADMINISTRATION – Update – The Pontzer Pump Station Project Notice to Proceed letters were sent to the general and electrical contractors on 2/24/25.

Based on the board's request, HRG provided three (3) options for Project Representative services during construction. After the board reviewed it, Jerry mentioned they have a part-time employee, Colten who installs generators and has an electrical background who can help-out with the inspection aspect of the project. Dylan mentioned there is flexibility with the proposals. Dylan will also be on site for the project installation. Members discussed that Dave Kronenwetter has done work for the Authority for years so they are sure his work will be adequate. The Engineer's Report also included a table summarizing all current Pontzer Pump Station project costs. Total project costs \$649,004.00. FTSA owes \$164,504.00. The Covid-19 ARPA PA Small Water and Sewer Grant was obtained in the amount of \$484,500. It also included a breakdown on the inspection options.

The 2024 NPDES Renewal was submitted to the state on December 29, 2023. Deadline was 1/2/24. A confirmation for receipt was received. We have not received any questions from DEP to this point in time. It's over a year since it was submitted.

DISCHARGE MONITORING REPORT for February 2025 was presented for review. No sludge was hauled for March 2025.

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BILLS TO BE APPROVED FOR PAYMENT WITH CHECK NUMBER 5011 TO CHECK NUMBER 5038 in the amount of Fifty-five thousand nine hundred thirty-four dollars and seventy -one cents (\$55,934.71), with one hundred eleven dollars (\$111) reimbursable for MARCH 2025 as moved by Ken Huey, seconded by Jim Chorney, motion carried to approve the bills for payment.

UPCOMING REPAIRS – Per Shawn their Chlorine meter screen is out. They have ordered maintenance to be done when possible. It is only two (2) years old the operators are unsure what happened to it. Hopefully it is just the screen.

UNFINISHED BUSINESS The motor is in. It will be installed with the Township's assistance hopefully within the next two (2) weeks. They will be able to press sludge again.

ANTHONY AUMAN PLANS -We were approached by Mr. Auman last April. We received a tentative plan showing three (3) lots not two (2). The capacity letter we supplied to him a year ago was for two (2).

FULLER – TAMBURLIN PROJECT @ 1052 South St. Mary's Street, St. Mary's provided the Authority with a letter from the City of St. Mary's indicating they were fine with the location being served by Fox Township for public sewer availability. Members discussed supplying them with the FTSA's Developers Handbook. A copy of the state Component #3 module and instructions will be provided to whoever they retain, to complete and return to be signed off on by the Township for submittal. Members want the preparation cost to be the developers not the Authority's.

NEW BUSINESS: 1ST QUARTER FINANCIAL REPORT was provided in meeting packets for members to review.

ACCOUNT #7460 Mr. Zani called and expressed his unhappiness with both Juli and CNB over their March sewer payment receiving a ten percent (10%) penalty since the payment was due on March 11, 2025, and was paid on March 13, 2025. Juli had checked with CNB since the customer does auto-pay to make sure of when it was made. The bank verified the customer made the payment two (2) days late. The customer paid the penalty on 4/8/25. Juli shared that it was the second worst call she had taken in thirty-eight (38) years of employment here!

EASEMENTS TOWNSHIP HISTORIAL BUILDING PROJECT – Several sewer line easements were prepared by Kathy Dowie, Township Secretary for the Township project. It was a line item on the agenda. Jerry had questioned why the Authority was acting upon this first prior to other

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EASEMENTS FOR TWP. HISTORICAL BUILDING PROJECT CONTINUED:

signatures being obtained? Juli explained it was just a matter of timing since the Authority had a meeting tonight. When Jerry had indicated he thought the Township should sign off on them first, Juli gave them back to Kathy. Juli asked if the Authority could approve something conditionally upon the engineer's review of the plans so that they may be signed prior to our next meeting. John (Pat) Minard motioned to do so, seconded by Jim Chorney, motion carried. Shawn asked if they were going to have a grease trap. Juli said there will be no food preparations in the building.

OVERTIME HOURS were presented for the past month.

THE BILLS-IN-ARREARS REPORT was incomplete as it only fell due yesterday.

Twenty (20) delinquent letters were sent to customers on 3/17/25 for the March billing. Two (2) remain unpaid. Two (2) partial payments were made. Eight (8) properties were posted for water shut off on 3/3/25. Water shut off action was taken on Accounts #2190, 2191, 2192 paid one thousand six hundred two dollars (\$1,602.00). Account #2553 paid five hundred seventeen dollars (\$517) prior to shut-off action being taken. No lien action was necessary.

Account #6030 paid their delinquency of three hundred sixty-one dollars and forty-one cents (\$361.41) on 3/21/25 to include the water restoration fee.

OTHER BUSINESS:

A customer sent a copy of a notice they received recently by mail, asking if it was something the Authority was aware of. It was an offer for additional insurance coverage on their sewer or septic lines. Juli informed her it had nothing to do with FTSA.

The PA Municipal Authorities Association (PMAA) Annual Dinner notice was received for 4/17/25 in Indiana, PA. Authority members and Juli have attended this function in the past.

NEXT MEETING DATE: WEDNESDAY, MAY 14, 2025 @ 6:00 p.m.

ADJOURNMENT – As there was no other business to be discussed the meeting adjourned at 6:29 p.m., as moved by John (Pat) Minard seconded by Perry Casper, motion carried.