

**FOX TOWNSHIP SEWER AUTHORITY MEETING MINUTES
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MEMBERS PRESENT: Russ Braun, Perry Casper, Ken Huey, Michael Kamandulis , Pat Minard, Rudy Pollino and Jerry Zimmerman.

OTHERS PRESENT: Shawn Zimmerman, Shane Buzard, Operators, Tom Holleran of HRG Engineering and Juli A. H. Schlimm, Authority Clerk.

PLEDGE – The meeting was called to Order by Chairman Jerry Zimmerman @ 6:00 p.m., followed by the Pledge to the Flag.

VISITORS: Robert Pistner was recognized. Mr. Pistner was inquiring if he would be able to get public service @ 420 Old Kersey Road. He is on the corner of Old Kersey Road and the Million Dollar Highway. This property wasn't served in our 2005 Million Dollar Highway Project. Members said you would have to bore under the highway to obtain service and that a grinder pump would be needed but it could be done. There was discussion that it would be expensive to do so. Mr. Pistner proposes to sell the property.

THE MEETING MINUTES of March 9, 2022 were approved as were written and distributed.

TOM HOLLERAN OF HRG presented an Engineering report for this evening. **FIRST CHANCE GREASE TRAP** was discussed. There has been discussion with the installer that a thousand (1,000) gallon tank will not fit. They are considering three (3) consecutive plastic ones inside the basement. They are sixty-one (61) gals. each or one hundred eighty (180) gals. verses the requested one thousand (1000) gallon tank. The Board wants some type of documentation proving the one thousand (1000) gallon tank will not work. After the new installation is done the operators will clean the lines and lift station. Russ mentioned having the inlets customized to meet the slope. There was further discussion that even if shallow it will not freeze because of the heat from the dishwasher. Tom Holleran will respond to them requesting them to show why the one thousand (1000) gallon tank won't work.

PONTZER PROJECT State approval letter was received on 3/16/22 for the line extension.

THE CHAPTER 94 REPORT was filed online. The State no longer accepts paper copies.

HRG continues to review the **AUTUMN COURT** design submittal.

There was nothing further on the **WOELFEL PROJECT**. Members asked that a letter be written to them as a reminder. There was discussion that a second building is intended to be added to their business. Separate buildings will generate two (2) separate bills. The board stated the buildings cannot be occupied without the lateral issues being fixed.

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WHITE OAK TEST RESULTS were received and reviewed. **DEP'S FEBRUARY and MARCH 22 DISCHARGE MONITORING REPORT** were presented for review. 4.96 tons of sludge was hauled for March.

PLANT MONTHLY REPORT – Shawn Zimmerman gave a report of their activities this month. They have been working on putting the aerator back together. They've done a sludge pump repair. They are preparing to press sludge again. They intend to paint the outside cabinets grey and the generator.

BILLS TO BE APPROVED FOR PAYMENT AND PAID WITH CHECK #3790 to #3829 for the month to include payrolls, quarterly taxes, insurance, monthly PennVest loan, repairs & maintenance, equipment, supplies, testing, utilities and chemicals, in the amount of \$75,124.20, of which one hundred forty-eight dollars (\$148) was reimbursable. Motion as moved by Russ Braun, seconded by Rudy Pollino, motion carried.

There were two (2) separate invoices received and previously paid in February and March to P.M. Supply. One was for eleven thousand four hundred forty-four dollars and nine cents (\$11,444.09) the second one was eleven thousand nine hundred sixty-seven dollars and sixty cents (11,967.60). Each had a separate invoice number on it. The second one that was generated was for the same order plus shipping costs. This was caught through discussion with Shane when reviewing invoices. A reimbursement was requested and received. Jerry suggested using check requests like the Township. Juli said she has always used purchase orders. The operators have them too @ the plant. They are to be utilized.

THE ZACH HANDWERGER AGREEMENT has been finalized and recorded.

MOWREY'S – A sewer map was provided to Curry and Associates for the lines in the area of Main Street and Hayes Road per request.

GREG AND JENNIFER BAUER of Chicken Hill have requested a quote for professional services on the proposed line take over. A surveyed as built plan would be required from Curry and Associates. A quote was provided to them from both the solicitor and HRG. They are unsure if or when they will decide to do so.

An email was received from **INTEGRITY ENERGY** regarding our electric renewal. Prices are expected to increase due to the Russian and Ukrainian War.

BANK CARDS – New signature cards were requested from CNB. Board members signed these as Carole Harshbarger's name was removed from the existing ones and new member Perry Casper was added. Russ and Rudy's name wasn't on every form. This will be inquired about.

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SEWER ACCOUNT #1040 - At 494 Main Street, was back billed for the past year for six hundred forty-two dollars. The bill was paid in full.

OVERTIME HOURS were presented for the past month. Payroll timecards for all employees were provided for review.

SOLICITOR DEVITTORIO'S FEE STATEMENT was presented: a credit balance remains. Solicitor Devittorio suggested billing monthly from now to the end of the year.

BILLS-IN-ARREARS REPORT fell due on 4/8/22. LIWAP funds were received for Accounts #1956, and 2537 in the amount of one thousand ninety-four dollars and thirty-one cents (\$1,094.31). Account #4800 two hundred twenty-four dollars and sixty-one cents (\$224.61) is pending. Delinquency letters were sent to customers on 3/23/22.

LIEN ACTION - A motion had been made by Russ Braun, seconded by John (Pat) Minard to file lien action against accounts #2190, 2191 and 2192 @ 330 Main Street, Kersey, PA. The total owed on all three (3) accounts at this time is two thousand two hundred seventy-eight dollars and ninety-seven cents (\$2,278.97). A letter was sent to them on 3/21/22 informing them of the pending action.

DYNAMIC MACHINE has informed us they will be subdividing land behind them. They are interested in two (2) additional future taps. One (1) residential and one (1) commercial.

FUTURE MEETINGS - Jerry suggested reviewing our Budget to date at our June meeting. He also suggested we don't have a meeting in July. In August a Wastewater Plant tour is planned for an update.

THE NEXT MEETING DATE: WEDNESDAY, MAY 11, 2022 @ 6:00 p.m.

ADJOURNMENT – The meeting adjourned as there was no other business @ 6:43 p.m., as moved by Rudy Pollino, seconded by John (Pat) Minard, motion carried.