FOX TOWNSHIP SEWER AUTHORITY MEETING MINUTES
JANUARY 14, 2026 – PAGE 1
MEMBERS PRESENT: Jim Chorney, Ken Huey, John (Pat) Minard, Rudy Pollino and Jerry Zimmerman. OTHERS PRESENT: Shane Buzard, Shawn Zimmerman, Plant Operators, Dylan Cowell, HRG Engineering and Juli A. H. Schlimm, Authority Clerk.

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

RE-ORGANIZATIONAL SEGMENT OF THE MEETING FOR 2026: Rudy Pollino moved seconded by John (Pat) Minard for Jerry Zimmerman to remain as Chairman, motion carried.

Jim Chorney moved, seconded by John (Pat) Minard for Russ Braun to continue as Vice-Chairman, motion carried.

John (Pat) Minard moved, seconded by Jim Chorney for Rudy to remain as Treasurer, motion carried.

Rudy Pollino moved, Ken Huey seconded for John (Pat) Minard to remain as Secretary, motion carried.

Rudy Pollino moved, seconded by John (Pat) Minard for HRG ENGINEERING to remain as our engineering firm for 2026, motion carried.

Ken Huey moved, seconded by Rudy Pollino, for RICK BROWN to remain the Authority's solicitor.

The Authority MEETINGS will be held on the 2nd Wednesday of each month at 6:00 p.m. for 2025.

Employee HOLIDAYS remain the same as prior years documented in the Personnel Policy.

Employee OVERTIME hours anything over forty (40) hours earned weekly.

Employee WAGES 2.5% raise was given to each employee as included in the 2026 Budget.

Employee VACATION is outlined in the Personnel Policy.

Annual MILEAGE was increased from .70 cents per mile to .725 cents per mile for 2026 as moved by John (Pat) Minard, seconded by Jim Chorney, motion carried.

OPEN RECORDS - Juli Schlimm, Authority Clerk was re-appointed as the Open Records Officer for 2026, as moved by John (Pat) Minard, seconded by Rudy Pollino, motion carried.

CNB remains our depository.

MINUTES – of the 11/12/25 meeting were approved as written and previously emailed to members as moved by Rudy Pollino, seconded by Ken Huey, motion carried. There was no December meeting due to inclement weather.

HRG'S ENGINEERING REPORT as presented by Dylan Cowell of HRG was as follows: Dylan thanked the board for their re-appointment for 2026.

2024 LSA GRANT APPLICATION FOR THE TOWNSHIP PUMP STATION – FTSA was not selected to receive any funding.

2025 LSA GRANT APPLICATION FOR THE CLARIFIER PROJECT was submitted by in November 2025. Grant awards are not expected for several months.

A 2026 BIDDING THRESHOLD AMOUNTS were provided to the Authority within the January report.

CHAPTER 94 REPORT for 2025 is due to the state by 3/31/26. Dylan will be working with the employees on the information needed.

THE PONTZER PUMP STATION PROJECT UPDATE: Electrical contractor's Application for Payment #1 in the amount of $6,871.46 and Application for Payment #2 in amount of $44,550.00. It It is HRG's recommendation that the Board approves Application for Payment of #1 and #2 from the electrical contractor. Rudy Pollino moved to approve the payments, seconded by John (Pat) Minard, motion carried. Jerry to sign as chairman for pays apps.

OCTOBER & NOVEMBER 2025 DMR's – The Discharge Monitoring Reports were presented for review. 4.49 tons of sludge was hauled for November 2025.

BILLS TO BE APPROVED FOR PAYMENT with Check #5257 to Check #5285 for December 2025 in the amount of $57,733.87 with $61 reimbursable. Check #5286 to #5320 in the amount of $76,019.37 with $61 reimbursable to January 2026, as moved by Jim Chorney, seconded by Rudy Pollino, motion carried.

UNFINISHED BUSINESS: BUDGET 2026 was approved as advertised as moved by Rudy Pollino, seconded by John (Pat) Minard, motion carried.

An email of 11/14/25 was received from Scott Surra at St. Mary's Insurance Agency. The Selective renewal came in at $25,818. We had budgeted a five percent increase within the 2026 Budget @ $30,447. A savings of $4,629 was noted for this coming year.

Copies of the 2024 AUDIT were available to members. The Township was copied, as required.

NEW BUSINESS:
2025 AUDIT – We were recently informed our current auditors, Callari and Meholick will be retiring. They will not be quoting the work for the 2025 audit. Both the current auditors and Kathy Dowie, Township Secretary, have given Juli names of C.P.A.'s to quote. There has been little response. Five were contacted with only one response. Haines and Company of Warren supplied a quote. Jim Chorney will also supply names of additional firms to contact.

OVERTIME HOURS were presented for the past two months.

THE BILLS IN ARREARS REPORT was presented for January. Thirteen (13) delinquent accounts will receive letters written on 12/19/25. Two (2) of those remain unpaid and will be posted for shut-off action. Account #2609 has declared bankruptcy with the documentation received from her lawyer. Her balance of $283.10 was credited as is done when this occurs. The Windstream account was paid in the amount of $733.28 on 12/2/25.

Employee SHANE BUZARD has returned to work as of 12/8/25 with a doctor's release.

THE NEXT MEETING DATE IS: WEDNESDAY, FEBRUARY 11, 2026 @ 6:00 p.m.

ADJOURNMENT – As there was no other business to be conducted the meeting adjourned at 6:45 p.m.