

FOX TOWNSHIP SEWER AUTHORITY **BUDGET 2022** MEETING  
OCTOBER 13, 2021 - PAGE 1 @ 5:00 P.M.

**MEMBERS IN ATTENDANCE:** Russ Braun, Carole Harshbarger, Ken Huey, Michael Kamandulis, and Jerry Zimmerman. **OTHERS PRESENT:** Tom Holleran, HRG Engineering, Shawn Zimmerman, Shane Buzard, Wastewater Treatment Plant Operators and Juli A. H. Schlimm, Authority Clerk.

The Fox Township Sewer Authority held a **Budget** meeting @ 5:00 p.m.

The first item for review was an **Accounts Report** that shows what FTSA has in the bank in each account as of today. This money is not part of our annual budget. This money is our reserve and is only used if necessary. We budget only on our annual income and expenses.

Juli presented a spreadsheet that had figures per columns of the: 2021 Budget, Spent through 9/30/21, Projected through 12/31/21 and the 2022 Budget Projection. Income line items were shown. Expenses by line item were discussed.

There was also a **Quickbooks Report** through 9/30/21 was provided to members. This was a reference showing where the information came from on the spreadsheet.

FTSA has planned a **rate increase** every other year for numerous years. There was no increase last year for 2021. A rate increase of one dollar (\$1.00) per EDU is planned in January 2022. There may be more discussion on if this increase is adequate.

There will be no increase under our **Engineering Fees** for 2022. We are still being charged on a 2019 fee schedule.

**Legal Fees** for the year are under budget at this point in time. We do have the solicitor working on the First Chance situation. We will be planning on budgeting three thousand five hundred dollars (\$3,500) for 2022 as we have a credit balance currently. This is billed on a draw down basis. The rates remain the same.

The **Insurance Package** is expected to have a four percent (4%) increase again. The actual figures will be in before our November meeting per Scott Surra @ St. Marys Insurance Agency.

Some of the larger expense categories such as **Repairs and Maintenance** were discussed at length. Our repairs and routine maintenance costs have averaged twenty-one thousand two hundred forty-one dollars (\$21,241) over the past five (5) years annually. The R & M costs through 9/30/21 is almost forty-eight thousand dollars (\$48,000). We are projecting at least fifty thousand (\$50,000) through the end of the year.

The operators provided a **List of Repairs** to be considered for 2022. Some of the items had an estimated cost others did not. Several of the items are considered **Capital Improvements**. This list will be categorized as such for our November meeting. Some of our larger **Capital Improvements**, will be rebuilding of the Robin Road lift station. Replacing the main shut off valve at the Laurel Run lift station. Both of those items are estimated to be fifteen thousand dollars (\$15,000) each.

A summary of the Capital Improvements Fund was shared with members.

The **tow behind generator** is not functioning and is an estimated repair of five thousand (\$5,000). **Bauer's lift station generator quote** will be in 2023. There is none at this time.

The Township will be doing **paving projects** so twenty-two manhole riser rings will be planned for on Laurel and Fern Lanes. An estimated cost for this is four thousand five hundred dollars (\$4,500).

The **Digester** valve @ the bottom of the tank has not functioned for years. The purpose of this valve is for decanting to the lowest level in the tank. It is unusable as it currently is. This also impacts the usable portion of the tank. The man lift rental to fix the valve is sixteen hundred (\$1,600) for a week from GM Equipment.

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The **surface aerator** needs repaired. Dinsmore Welding originally installed brackets around the outside of it. It is now in need of additional repairs. A quote will be sought.

The **motors on the aerators** once pulled have not been serviced for years. The run 24/7 except winter. These motors will need servicing.

**Press Room Repairs** – The sludge feed system has a race (outside ring) and bearing that are broken and need repaired. This will be run until the press is shut down. Unknown cost for this yet.

**Chlorine room repairs and an annual inspection** will be done. The scale that measures the amount of chlorine used daily is not working at this time and also needs repaired. The total cost of the job is quoted at six thousand two hundred dollars (\$6,200) by Neal Systems.

The **Skidsteer** – A quote was gotten from CAT Equipment @ Costars pricing.

**The Gas Detection** - Portable gas detectors were discussed as are needed. These are for repairs in any areas where explosive gases may be present. This would be something we could apply for ACT 13 monies for. An estimated cost of two thousand five hundred dollars (\$2,500) was mentioned.

**Flushing lines** was discussed. Currently they have sought a quote from Ridgway Twp. it was thought to be around two hundred ninety dollars (\$290)/hourly.

**Ditch Gearbox** – Repairs to the other side of the Oxidation ditch would be done by Schatz Industrial. This is to repair and rebuild the other side with new bearings and seals throughout the gearbox. Total estimated cost is five thousand dollars (\$5,000). This is important as it is the center of our operation.

**Generators** – Oil changes for all generators are being planned by April 2022. This will be part of the annual maintenance. This will help prevent further issues.

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**Generators Continued:**

They run at a minimum of fifty-two (52) hours yearly. Estimated three thousand (\$3,000). There was conversation that this could be done every other year. This is preventative maintenance.

The **Truck Reserve** four thousand dollars (\$4,000) is allocated for this purpose annually.

A **Skidsteer quote** was gotten from Cleveland Brothers (CAT Equipment). The operators explained how this piece of equipment would be beneficial to them and would last for years. The price is fifty-three thousand five hundred dollars (\$53,500). We would not be able to budget for this in our annual expenses. This would have to be an expenditure taken from the Authority's savings. There was also discussion on a one hundred (100) gallon fuel tank being ordered and made by Dinsmore Welding.

An Executive Session was held to discuss **wages**. It was announced the Authority employees will receive sixty cents (.60) hourly across the board for the upcoming year. The pension annual allotment will be increased from two thousand to twenty-five hundred dollars (\$2,000 to \$2,500) per employee, per year. There was discussion on the cost of living increase now compared to years gone by. The Authority employees expressed their gratitude for their increases. Carole Harshbarger and Jerry Zimmerman abstained from the wage discussion.

It was discussed that payroll sheets should be presented with the monthly bills.

As there was no other business to be discussed the Budget Meeting adjourned.