

FOX TOWNSHIP SEWER AUTHORITY MEETING MINUTES- 3/12/25 -PAGE 1

MEMBERS PRESENT: Russ Braun, Perry Casper, Ken Huey, John (Pat) Minard, Rudy Pollino and Jerry Zimmerman. **OTHERS PRESENT:** Shawn Zimmerman and Shane Buzard, Plant Operators, Garrett Stoy, of HRG Engineering and Juli A. H. Schlimm, Authority Clerk.

VISITORS: Barb Feidler of Elk County Real Estate and Brian Tamburlin joint owner of 1052 South St. Marys Road property. Erik Fuller the other owner was listening on by phone.

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

Mrs. Feidler and Brian Tamburlin were present to express interest in public sewer to the property @ 1052 South St. Marys Road, St. Marys.

Members and Garrett Stoy elaborated because of crossing over the city line into Fox Township DEP would have to agree. The City of St. Mary's would also have to sign off on this because of their 537 Study. The city line ends at Earth Road. If the city is open to this idea the landowners can hire a consultant to do an engineered plan. There are four (4) other property owners between 1052 South St. Mary's Road property and the FTSA's main line ending at the Delullo's Carwash @ 1078 Million Dollar Hwy. the other property owners may have to give permission to cross their land or another possibility would be within the PADOT right-of-way. Those properties would be required to connect if they're within one hundred fifty feet (150') of the line. A DEP mailer may need to be submitted to the state depending on what is being planned for. This is based upon the projected flow for the project. There may also be construction restrictions, if in the water shed. The Authority has dealt with this previously. It was also mentioned that a PADOT driveway permit may be questionable at that location.

MINUTES – of the 1/8/25 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 Garrett Stoy of HRG was as follows:

CHAPTER 94 REPORT – This year's report has been completed and a signature from Jerry as Chairman is required for the submission. Jerry signed off on it.

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 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. A *Preconstruction Meeting was held with the contractors on 3/4/24 at the Township Building to begin the project.*

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HRG'S ENGINEERING REPORT CONTINUED:

Based on the board's request at our January meeting, HRG provided a supplement for two (2) months of full-time Resident Project Representative services during construction. After the board reviewed it, they discussed reducing the scope for approximately a month and possibly two (2) days a week with our operators, involvement. The proposal will be revised to two (2) days a week plus an hour of travel per day for consideration. The inspector is from Morrisdale, PA.

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.

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 December 2024 and January 2025 were presented for review. No sludge was hauled for January and February 2025.

WALMART maintenance report was received on 2/10/25.

LAST CHANCE INN -Tap reinstallation was done. A separate tap was paid for on 1/31/25 per earlier discussion.

BILLS TO BE APPROVED FOR PAYMENT WITH CHECK NUMBER 4947 TO CHECK NUMBER 4984 in the amount of Eighty-six thousand two hundred forty-five dollars and sixty-six cents (\$86,245.66), with sixty-one dollars (\$61) reimbursable for FEBRUARY 2025 and CHECK NUMBER 4985 to 5010 in the amount of Fifty thousand three hundred fifty dollars and eight cents (\$50,350.08) with sixty-one dollars (\$61) reimbursable for MARCH 2025 were presented and reviewed. It was moved by Russ Braun, seconded by John (Pat) Minard, motion carried to approve the bills for payment.

UPCOMING REPAIRS – Per Shawn we have the motor for the digester under repair. The lights for the Headworks Building will also be done. The Erie Tech bill is for the bearing in the ditch.

UNFINISHED BUSINESS Shane will be attending the PA Rural Water Conference.

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NEW BUSINESS –Adam Vollmer of the ELK COUNTY RIDERS approached Jerry about using FTSA's land behind our Treatment Plant for parking for their annual race. They would be clearing the brush and cutting down some saplings. Perry questioned liability. Jerry said it's only one event on Labor Day weekend. It was moved by Russ Braun, seconded by John (Pat) Minard to allow them to do so, motion carried.

GKN KERSEY BUILDING NOW OWNED BY JOHN BEIMEL – Shawn shared with members a picture taken today of the manhole @ this location. There is a substantial continuous flow. Shawn said he would like to write Mr. Beimel a letter about this. Shawn thinks there might be a break in the line or possibly he might be washing trucks. He told members this line is a private line. It was also discussed that the operators may want to dye test the floor drains.

OVERTIME HOURS were presented for the past month.

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

Thirty-one (31) delinquent letters were sent to customers on 1/15/25. Thirteen (13) delinquent letters were sent to customers on 2/25/25 for the February billing cycle. Four (4) remain unpaid. Eight (8) postings were posted on 3/3/25. Five (5) remain unpaid. These will be turned over to St. Mary's Water for action weather permitting.

Accounts #2190, 2191, 2192 currently owe one thousand seven hundred thirty-four dollars and ninety-four cents (\$1,724.94) by 4/8/25. A lien will be filed for the past due amount as of 4/1/25 when reaching six (6) month period of delinquency per our policy.

Account #2553 owes six hundred ninety-seven dollars and fifty-nine cents (\$697.59) the past due amount owed will be enforced or a lien will be filed.

OTHER BUSINESS:

Kayleen Herbstritt of Halliburton in Kane contacted our office on 1/17/25 requesting our 2025 rates. They were comparing our rates to the sewer rates in Kane due to substantial rate increases.

CNB – Juli met with bank representatives on 3/7/25 promoting online banking and ACH payments. We already use their online banking feature. ACH payments may be a future consideration, eliminating the need to cut checks. Juli recently ordered checks so she feels we should use them prior to doing so.

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NEXT MEETING DATE: WEDNESDAY, APRIL 9, 2025 @ 6:00 p.m.

ADJOURNMENT – As there was no other business to be discussed the meeting adjourned at 6:56 p.m., as moved by Russ Braun, seconded by Rudy Pollino, motion carried.