

**FOX TOWNSHIP SEWER AUTHORITY MEETING MINUTES  
DECEMBER 11, 2019  
2020 BUDGET & MONTHLY MEETING @ 5:30 P.M.**

**MEMBERS PRESENT:** Russ Braun, Carole Harshbarger, Ken Huey, Michael Kamandulis, John (Pat) Minard. **OTHERS PRESENT:** Shawn Zimmerman, Wastewater Treatment Plant Operator and Juli A. H. Schlimm, Authority Clerk. Tom Holleran of HRG Engineering joined us for our monthly meeting.

The 2020 Budget figures were presented for review. Discussion was held on a variety of topics. The Budget session lead directly into the monthly meeting @ 6:00 p.m.

**VISITORS WERE:** Greg and Pete Bauer, Mr. and Mrs. Shawn Sheeley, Jr.

Russ Braun, Vice Chairman Called the meeting to order, followed by the Pledge to the Flag.

**GREG BAUER** was recognized as the first order of business. Tom Holleran told Mr. Bauer he received the revised plans from Curry and Associates on 12/9/19. Mr. Holleran said the plans convey what had been discussed at our November meeting. Greg stated it actually is more than what we had previously discussed. A second manhole was added as the line is planned to be even shallower for cost effective reasons. Tom agreed. Tom commented the manhole is about five feet (5') deep. There is plenty of slope. Tom also mentioned the DEP regulation that there has to be an eighteen inch (18") separation between the water and sewer lines. This is not shown as such on the print. Mr. Bauer said his excavator is aware of this. They have discussed this. They don't know the depth of the water line. They are planning for this but do not know exactly how the lines are situated. Actual footages will be added to the "as built" plan. Tom commented that this is reasonable. They will be under the water, gas and storm sewer lines. The manhole would be lowered slightly. As an example: If it is one foot (1") then a one foot (1') ring will be ordered. Our fellows will be doing an inspection and making notes on these things. A copy of HRG's letter of 12/11/19 was given to Mr. Bauer for his reference. There was further discussion on DEP's requirement of using ductile iron pipe or recommends it for the water line. Ten feet (10') on either side of the sewer lines and water line crossings. This is a review and recommendation. There are places that do and those that don't. It is a requirement of state highways. Tom mentioned the Authority may wish to consult the Township Roadmaster on this. The Roadmaster can comment ductile iron or PVC. Tom added, the pipe is to be bedded properly and inspected. Curry did include a six inch (6") clean out shown at the house but they need one right at the edge of the property line. This is listed under item #2 of Tom's comments. Item #3 the Authority should require clay dikes noted at the appropriate stations. The slope exceeds ten percent (10%) between the existing manhole and the proposed manhole #1. Two are being suggested. This keeps ground water away from the sewer line. The Authority should require the connection of the proposed gravity sewer to the existing stub out of the existing manhole and the connection of the existing Sorg lateral be

## **FOX TOWNSHIP SEWER AUTHORITY MEETING MINUTES**

**DECEMBER 11, 2019 – PAGE 2**

### **GREG BAUER PROJECT CONTINUED:**

accomplished by the use of an 8 x 6" Wye fitting. This will allow the appropriate bend fittings for a smooth connection to the lateral. Per Tom's review the Authority should require a revised design be submitted. ( new revised date on plan). The Developer's Agreement should require compliance with all Rules and Regs of the Authority. The Authority should also require full-time inspection of the construction of this extension. This is routine. Tom indicated based on timing Curry and Associates does not know any of this information at this time. Mr. Bauer asked if he can copy Curry with a copy of the 12/11/19 HRG review letter? Tom said he can or HRG can it is however the board directs him.

It was further discussed the ductile iron is a material request not a design change. Greg will copy Curry with this letter tomorrow. Russ asked if Tom would be okay with this footnote of ductile iron or PVC being added to the print. Tom said sure. Russ said Juli can check with the Randy Gradizzi. Mr. Bauer asked about the cost of ductile iron. Tom said to check with his excavator.

Mr. Bauer said he has a Developer's Agreement. He doesn't want to start over since they are billable hours back to him. Mr. Bauer will mark up the changes that apply. He just felt the agreement was generic for what he paid for. Carole said he is welcome to use his own attorney. It was noted that in doing so, our attorney would still be required to review it. Carole said this is standard procedure. Russ said he doesn't know why the existing draft can't be adapted to fit the revised plans. Russ asked Juli to contact Jim regarding this. Mr. Bauer said he would like to get an estimate on how much more time Attorney Devittorio would have into finishing this agreement. Mr. Bauer said he thinks an estimate would be fair since he's paying for it. Is it a hundred or two hundred dollars additionally? Mr. Bauer said he will copy Curry's with the HRG letter of today. Curry can submit another revised electronic plan to HRG. Mr. Bauer asked how does he get an approval? Juli will check with Randy on the ductile or PVC pipe and will then call Mr. Bauer. Juli will also check with Solicitor Devittorio on an estimated amount of time required to finish the agreement. Mr. Bauer asked if it is possible to get the approval and the Developer's Agreement done for the January meeting? This depends on the submittal and review time. Tom suggested having the revision and review done prior to making additional copies. Revisions can be sent electronically. "As builds" will be required and can be done in hard copy form after the approval.

**THE SHEELEY'S** were recognized next. Under Item #5 of page #3 of the Developer's Agreement it speaks to a letter of credit being required for the project. It also states a letter of credit or a performance bond be gotten. Also discussed was putting a percentage of the cost of the project down. They explained they have purchased the pipe and supplies. The supplies have all been paid for upfront. Is the letter of credit still applicable or needed under these circumstances? Russ asked if Mr. Sheeley can provide receipts for the purchase of these supplies? Mr. Sheeley agreed he can. Russ Braun moved to waive this requirement within this

## **FOX TOWNSHIP SEWER AUTHORITY MEETING MINUTES**

**DECEMBER 11, 2019 – PAGE 3**

### **THE SHEELEY PROJECT CONTINUED:**

section of the agreement since the items have already been purchased and paid for. This was seconded by John (Pat) Minard, motion carried. Shawn, Jr. asked if he can record the agreement instead of Solicitor Devittorio to save additional legal fees. The solicitor was fine with it as long as Fox Township Sewer Authority receives a receipt. Their invoices are paid in full.

**ANALYTICAL SERVICES TESTING RESULTS** were reviewed along with the **OCTOBER DISCHARGE MONITORING REPORT**.

**The RAS PUMP STATION TANK** was put on hold until spring per Shawn. Tom said he had gotten a message from a vendor. He will be reviewing this.

**ROOF QUOTE** for the office and garage building at the plant was received from Dan Meyer of Century Custom Homes. A copy was in the meeting packet. The cost is six thousand eight hundred dollars (\$6,800). Russ asked if this is the only one we have received? Juli said yes, we hadn't heard back from Mr. Yoder. This won't be done until spring. Members waited on making a decision to see if we here back from Mr. Yoder. Carole Harshbarger moved to table a decision on this. Members agreed.

**INDUSTRIAL TESTING RESULTS** were received for Elco Sintered and Rebco.

**WHITE OAK LAB** a new lab opening in Ridgway sent us their information. The operators were copied. One of the owners is Jimmy Geer's daughter.

**DEP's LETTER OF 12/7/19** was received regarding the Reissuance of PAG-02 NPDES General Permit. After receipt and review it was determined that this was for the Rebco Project. This will be responded to prior to the due date of 3/9/20. Tom said the permit is showing as being open. The County Conservation District will also be contacted. Russ Braun said he will check on this.

**BILLS WERE APPROVED FOR PAYMENT** and paid with Check #2821 to Check #2851 in the amount of forty three thousand five hundred ninety dollars and seventeen cents (\$43,590.17) as moved by John (Pat) Minard, seconded by Ken Huey, motion carried.

**OVERTIME HOURS** were reviewed.

**SOLICITOR DEVITTORIO'S NOVEMBER FEE STATEMENT** shows a credit balance as of 12/1/19 two thousand four hundred fifty eight dollars and forty cents (-\$2,458.40).

**BILLS-IN-ARREARS REPORT AND DELINQUENT ACCOUNTS** were discussed.

**FOX TOWNSHIP SEWER AUTHORITY MEETING MINUTES  
DECEMBER 11, 2019 – PAGE 4**

**RUDY POLLINO'S** term is up as of 12/31/19. He will be contacted about continuing to serve.

**RSVP'S FOR ENGINEERING** as was discussed last month will be tabled at this time.

**THE 2020 BUDGET** as presented and reviewed was approved as moved by Michael Kamandulis, seconded by Carole Harshbarger, motion carried.

**MEETING MINUTES** of 11/13/19 were approved as written and previously distributed.

**THE NEXT MEETING DATE IS: WED., 1/8/2020 @ 6:00 P.M.**

**ADJOURNMENT** – As there were no other business to be discussed the meeting adjourned at 6:55 p.m.