

## FOX TOWNSHIP SEWER AUTHORITY MINUTES DECEMBER 12, 2018

Members Present: Russ Braun, Carole Harshbarger, Ken Huey, Michael Kamandulis, John (Pat) Minard and Jerry Zimmerman, Jr.

Others Present: Shawn Zimmerman, Secondary Treatment Plant Operator and Juli A. H. Schlimm, Authority Clerk. There were no visitors.

The Meeting was called to order followed by the Pledge to the Flag.

Juli described for members the handouts she had provided for their review. The **Truck Fund** including the 2019 allocation will have twelve thousand dollars (\$12,000) in it.

The **Capital Improvement Fund** including the 2019 allocation will have eighty nine thousand five hundred forty nine dollars and forty three cents (\$89,549.43) in it. The air release valve needing replaced on the line near to the First Chance restaurant will come out of this fund. The rebuild of the Pontzer Lift Station will as well.

Information also shared with members was a breakdown of **Employee Wages for 2019** including the .35 cents per hour increase per person. This information included the individual rate and overtime rate for each employee. The estimated overtime hours for 2019 were based on those worked in 2018. An estimated total gross wage projected for 2019 was provided including the cost of the mandated benefits.

The figures that were reviewed are without a dollar (\$1.00) increase per EDU in user rates.

There was no Engineering Report for this evening.

The Meeting **Minutes of 11/14/18** were approved as written and were previously sent, as moved by John (Pat) Minard, seconded by Ken Huey, motion carried.

The **Act 57** agreement was signed and returned on 11/15/18.

There was discussion again on the Deiss and Halmi email of 9/20/18. This correspondence was in regard to the maintenance of the **Rebco line**. Jerry stated he had talked to Chad about scheduling this work. Shawn said they have been working on the Homestead Lift Station and with holidays and vacation is hasn't happened yet. Jerry asked that it be made a priority. Shawn said Chad had talked to McDermott's about it.

Analytical Services, Inc. (ASI) **testing results** were presented for the month. The October 2018 **Discharge Monitoring Report** (DMR) was also presented. No sludge was hauled in October. Juli stated she sent HRG the testing results.

There has been nothing further on the **Cellular Store** as the construction continues.

There has been nothing further on the **Jim Nissel Project**. Unsure of what the status is. The Authority had requested additional information from Mr. Nissel's consultant, Harry Carr on 10/2/18.

There has been nothing further on the **Ray Krise, Jr. Trailer Court Project**. Jerry shared with members that he recently had purchased the Eagles Club on Main Street, Kersey.

There was nothing further on the **Gutowski land** for the future dentist site.

**P and P Real Estate Holdings, (Quality 1<sup>st</sup> Machining)** per a recent telephone call will be paying their two (2) EDU tap on fee and inspection for their project in the amount of five thousand seventy five dollars (\$5,075) for their connection. This money has not been included in the 2019 figures.

The **Ethel Benini Subdivision** was approved by the Township on 12/5/18. They do not plan on developing it. Juli said nothing was received back yet from the state.

The **Penfed** investment of \$144,692.25 matured on 12/3/18. The current rate was at three percent (3%). The amount was rolled over and re-invested for five (5) years at a rate of three point three percent (3.3%).

The **Gas Meter** at the Treatment Plant in under repair by a company called Drager. Last month we paid Drager \$1,100 for an initial evaluation. We then received a verbal quote for \$2,648. We received a written quote on 12/4/18 for \$8,268.00. On 12/11/18 we received an updated quote for a *new* meter. The most recent quote on 12/11/18 is for a new meter instead of repairing the old one for the amount of \$7,975.00. There will be additional installation costs from Jonathan Updyke our electrician to do the installation. We will get a quote on this also. Members suggested that in addition to Updyke quoting that we also get one from Elco Electric for comparison purposes. Carole asked if we are required to get three (3) bids. Jerry said only if the amount is over twenty five thousand (\$25,000) dollars.

Members reviewed additional financial information of the upcoming year. The **2019 Budget** was approved as presented as moved by Ken Huey, seconded by Russ Braun, motion carried.

Members **Russ Braun and Ken Huey's** terms expire on the Authority as of 12/31/18. Juli asked if they would consider serving again, if appointed. They've agreed to do so. Russ will have twenty (20) years of service as of 3/19 and Ken will have five (5) years of service in 1/19. Thank you! The Supervisors will be informed.

**The Bills were approved for Payment and Paid** with Check #2423 through Check #2446 in the amount of forty thousand ninety five dollars and fourteen cents (\$40,095.14) as moved by Russ Braun, seconded by Carole Harshbarger, motion carried.

**Monthly overtime** hours were presented.

**Solicitor Devittorio's November Fee Statement** was reviewed as received on 12/3/18. A credit balance remains of two thousand nine hundred sixty two dollars and forty four cents (-2,962.44). There was no cost to the Authority this month. 0.2 hours were reimbursable in the amount of thirty three dollars (\$33.00) for the Bauer Project. This was the final which was paid in full.

**The Bills-In-Arrears Report** that fell due on 11/8/18 had three (3) properties posted for delinquency. All were paid in full.

**The Bills-In-Arrears Report** that fell due on 12/9/18 had four (4) outstanding properties that will be posted for delinquency and water shut off. Of our delinquent accounts three thousand two hundred seventy six dollars and nine cents (\$3,276.09) has been paid. Seven hundred sixty dollars and twenty five cents (\$760.25) remains unpaid.

**Account #2830** for Charles and Dawn Doverspike had received several delinquency letters in the past several months. The property was posted, partial payments have been received. Their most recent delinquency letter was sent in October. The weather had changed at that point so the shut off action wasn't taken. As of the next billing they will owe four hundred thirty five dollars and seventy four cents (\$435.74). Per our policy if it remains unpaid by the February billing lien action can be taken. A letter will be written informing them of the pending lien action if the account isn't paid in full.

**THE NEXT MEETING DATE WILL BE: WEDNESDAY, JANUARY 9, 2019** for our Annual Reorganizational Meeting will be held on 1/9/19 @ 6:00 p.m.

**ADJOURNMENT:** As there was no other business to be discussed the meeting adjourned @ 6:20 p.m., as moved by Michael Kamandulis, seconded by John (Pat) Minard, motion carried.

