

## FOX TOWNSHIP SEWER AUTHORITY MEETING MINUTES

July 10, 2019– Page 1 – 6:00 p.m.

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

**OTHERS PRESENT:** Jason Fralick, President and Tom Holleran, Wastewater Project Manager of HRG Engineering. **VISITORS:** There were no visitors attending.

The Meeting was called to order by Chairman Jerry Zimmerman, Jr., followed by the Pledge to the Flag.

Chad, Juli, some of the board members, Jason Fralick and Tom Holleran met at the Wastewater Treatment Plant at 5:00 p.m. to tour the plant since it has been sometime since this has occurred.

The **Minutes** of June 12, 2019 were approved as written and were previously distributed as moved by Carole Harshbarger, seconded by Ken Huey, motion carried.

Tom Holleran presented his report for this evening. HRG will be reimbursing the Authority for the costs involved with the **Chapter 94 Report's** late submission. This would be for the legal fees of Solicitor Devittorio's review in the amount of three hundred nineteen dollars and ten cents (\$319.10). Tom apologized again for this occurring.

**The 2018 NPDES Permit Renewal** Final Permit has been issued by DEP. This permit will expire on 6/30/2024. It is good for five (5) years.

There was discussion on the **Pontzer Lift Station air release valve**. This work will be quoted by the methane group at our area landfill. Tom suggested they be prepared for the worst case scenario. Prices will in addition be gotten from area contractors for the work that needs to be done. The air valve invoice was located from the replacement in 1999 so it has been twenty (20) years ago. This enables the same model or appropriate replacement can be ordered. The person in charge of this group has been on vacation. This will be scheduled.

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### **HRG'S ENGINEERING REPORT CONTINUED:**

**GIS Project** – Tom Holleran is working with HRG's GIS group with the editing and revision to this information. Tom will then provide a revised drawing to our operators for their review.

Tom told board members he had worked this month with Fox Surveyors on the **Shawn Sheeley, Jr.** submittal. A letter of 6/21/19 was issued by HRG for the recommendation of the approval of the revised plan dated 6/18/19. This information has been provided to the solicitor for the "draft" Developer's Agreement to be prepared. His tap fee was paid 6/25/19.

From the Authority's tour this evening of the Wastewater Treatment Plant Chad is interested in having HRG research a **three-phase 460 aerator agitator mixer** for the purpose of stirring the waste in the return tank. This will help eliminate it from turning septic. This will help with odor issues too.

**Analytical Testing** results and the **May 2019 Discharge Monitoring Report** was presented for the month. No sludge was hauled as the cement slab was poured. This is located as a base under the hopper container.

**The new NPDES Permit** was received on 7/1/19. It is effective as of that date and will expire on: 6/30/2024.

**The Gas Meter repair** has worked out to be a third of the initial cost anticipated. The calibration will be done tomorrow per Chad. This is to be calibrated per the manufacturer's recommendation.

**The Return Pump motor** quote gotten is four thousand eight hundred dollars (\$4,800). It will need to be set in a fixture so we may experience additional cost that takes us back up to or around six thousand four hundred (\$6,400) as previously discussed. Chad said he likes to keep one on hand. The spare is now being utilized. The ones that just went bad lasted fifteen (15) years. They are under water 24/7. John (Pat) Minard moved to make this purchase, seconded by Russ Braun, motion carried.

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A capacity letter was provided for the **Ed Anderson Project**.

**The Burt Finland** property @ 109 Robin Road was discussed again. The water was shut off on 6/20/19. A lien can be filed as of August. The current amount owed to the Authority is three hundred seventeen dollars and forty six cents (\$317.46).

A letter dated 6/10/19 was received from Solicitor Devittorio regarding our **2018 Audit**. This is an annual request for information from the auditors to the solicitor to ensure the Authority isn't involved in any litigation.

**Clinton Tucker** is building a garage @ 125 Swede Street. He has a tap on the property from an abandoned home. There has been conversation that he may need a grinder pump. He will be supplied with the specifications. Tucker's owe the re-inspection fee of seventy five dollars (\$75) for this connection. Chad said there isn't a manhole to tie into. Chad said he should use the existing lateral. More information will be gotten for further discussion on this.

**BILLS WERE APPROVED FOR PAYMENT** and paid with Check #2649 to #2677 in the amount of forty nine thousand five hundred sixty two dollars and twenty one cents (\$49,562.21) as moved by Russ Braun and seconded by John (Pat) Minard, motion carried. Three hundred nineteen dollars and ten cents (\$319.10) is reimbursable.

**Monthly overtime** hours were presented for review.

**The Solicitor's June Fee Statement** shows a credit balance in the amount of one thousand eight hundred fifty three dollars and twenty four cents (\$-1,853.24). The Authority's cost for the month was 0.6 of an hour or ninety nine dollars (\$99). HRG was invoiced for the three hundred nineteen dollars and ten cents (\$319.10) for the Chapter 94 work to the state. Hours will also be invoiced to Shawn Sheeley, Jr. for his project in the amount of sixteen dollars and fifty cents (\$16.50).

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**The Bills-In-Arrears Report** for the May billing cycle fell due on 6/8/19. Seventeen (17) delinquency letters were written to property owners. Two (2) properties were posted for shut off action. One has been paid. Account #2120 for Beimel remains unpaid. Three hundred twenty five dollars and eight cents (\$325.08) is currently owed to the Authority.

**The Bills-In-Arrears Report as of 6/9/19** has twelve (12) delinquent letters that were sent. Four (4) of those twelve (12) remain unpaid to date. These properties will be posted for water shut off. The current billing cycle ended yesterday, 7/9/19. The report is incomplete due to the timing of it.

A letter was written to **Jessica Gies** regarding account #9174 concerning a check returned for insufficient funds. The amount owed including additional charges and has been paid in full.

Jason Fralick apologized for the late submission on the Chapter 94 Report. He appreciated Solicitor Devittorio's work on this. They tried to resolve things as quickly as possible. A telephone call used to be acceptable for an extension. There are no exceptions on deadlines in our region now. Jason said next year the report will be submitted early. Members thanked Jason for the refreshments.

**The NEXT MEETING DATE IS: WEDNESDAY, AUGUST 14, 2019 @ 6:00 P.M.**

**Adjournment** – As there was no other business to be discussed the meeting adjourned @ 6:40 p.m., as moved by Russ Braun, seconded by Mike Kamandulis, motion carried.

