

FOX TOWNSHIP SEWER AUTHORITY MEETING MINUTES  
NOVEMBER 14, 2018  
2019 BUDGET MEETING @ 5:00 P.M.

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

Others Present: Juli A. H. Schlimm, Authority Clerk.

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

The 2018 Budgeted-Spent-To-Date Report was presented. Income and Expenses to date were discussed and reviewed by line item. There was a line item for a 2019 Projection as well.

The Authority's discussed their income verses our expenses through 10/31/18. Interest earned on investments was discussed.

The current amount in the Authority's Reserve accounts was requested. Juli will pull this information for our December meeting. This would be for the Truck Reserve and the Future Capital Expenditure accounts.

Jerry questioned the amount of mileage and the year of the Authority's pick-up truck? Juli said she would have to check on both.

It was discussed that additional engineering costs may be considered for the upcoming year in regarding the Pontzer Lift Station located on Route #948. An estimate is to be gotten for further discussion in December.

Member discussed an annual pay raise across the board for all Authority employees in the amount of thirty five cents (.35) per hour for 2019.

The Authority discussed a rate increase for the upcoming year. Two (2) of the six (6) members present thought the annual increase was a good idea to keep in place. After further discussion, members decided FTSA can afford to keep the user fees at the existing rates for now. There was discussion that an increase can be done even mid-way through the year if need be. The board will see what our costs are for repairs and maintenance to the lift stations.

The Budget session lead directly into the monthly meeting.

Visitors Greg and Peter Bauer joined the meeting at this time.

**Greg Bauer** informed the board that after receiving a price quotation for the construction of his intended project he has decided to not continue with it. The quotation came in higher than

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CBJ HOLDINGS/BAUER'S CONTINUED:

expected at seventy eight thousand (\$78,000) dollars. Mr. Bauer said he has decided to install an on-lot sand mound system quoted for a much lesser cost. Mr. Bauer had requested a copy of the "draft" Developer's Agreement. He was invoiced by the Authority for the legal and engineering costs incurred. Mr. Bauer paid that invoice while present. He questioned if there would be any additional charges? Juli stated, there may be the possibility of a small amount of legal expenses on the December statement. That would be final.

The Meeting Minutes of 10/10/18 were approved as written and were previously sent, as moved by Russ Braun, seconded by John (Pat) Minard, motion carried.

Tonight's HRG Engineer's Report was received via email. Juli said Tom Holleran, of HRG is available to teleconference on any of the information. Members viewed the report.

Chad had requested HRG's involvement with the replacement of the air valve on the force main from the **Pontzer Pump Station**. The possibility of impellers as with Homestead Pump Station will be considered.

A proposal was received from HRG Engineering dated 11/13/18. The proposal is not to exceed twelve hundred dollars (\$1,200) for the review and calculation of our **Act 57** information on tapping fees. This cost is just for the review. There is a listing of requested documents to be provided to them. Providing this information will help with the cost. Juli will supply this information to them in the near future. It was moved by Carole Harshbarger, seconded by John (Pat) Minard to have this review done, motion carried. The proposal was signed by Jerry as Chairman.

DEP has requested additional sampling data for our **2018 NPDES Renewal**. The operators will obtain this information with additional testing beginning next week.

The **Homestead Pump Station** performance will continue to be monitored.

There was discussion on scheduling the **Rebco** line maintenance. Jerry will talk to the operators about scheduling this.

Jerry mentioned the **Cellular Store Project** and that the contractor was doing work within our right-of-way area. Jerry suggested the operators contact Hawkins, the construction company. It is important to keep this right-of-way open.

Additional information was requested on the **Ethel Benini Subdivision** by DEP. Curry and Associates provided the additional items on 11/7/18.

There was nothing further with any other Unfinished Business.

The **PenFed Investment** of One hundred forty four thousand six hundred ninety two dollars and twenty five cents (\$144,692.25) matures on 12/3/18. Our current rate on this investment is at three percent (3%). The rate to re-invest this money for a five (5) year period with them is currently @ three point three percent (3.3%) The rate to invest with Farmer's National for the same time period is at two point four percent (2.4%). Juli asked the board if they want to re-invest with Penfed for an additional five (5) year period? It was moved by John (Pat) Minard, seconded by Ken Huey to do so. Motion carried.

A gas meter repair quotation was received from **Drager**. Their field office closest to us is located in Telford, PA. The quote is for two thousand six hundred and forty eight dollars (\$2,648.00). The quote was reviewed by members. It is the only place that is able to repair this item. It was originally installed by them.

**The Bills were approved for Payment and Paid** with Check #2385 to Check #2422 in the amount of sixty thousand seven hundred eighty seven dollars and seventy five cents (\$60,787.75), as moved by Russ Braun, seconded by Carole Harshbarger, motion carried. Three point one (3.1) hours or five hundred eleven dollars and fifty cents (\$511.50) were reimbursable for the Bauer Project.

Monthly overtime hours were presented.

**Solicitor Devittorio's October Fee Statement** was reviewed as received on 11/1/18. A credit balance of four hundred sixty two dollars and forty four cents (\$-\$462.44) remains. The Authority's cost was four hundred seventy five dollars and sixty cents (\$475.60) for 2.8 hours plus copies). A replacement retainer of twenty five hundred dollars (\$2,500) has been requested. The solicitor rate will remain the same for 2019 per Jim's 10/29/18 memo.

**The Bills-In-Arrears Report** as of 10/9/18 showed twenty three (23) delinquent accounts, of which were notified by letter. The total amount owed was four thousand two hundred thirty one dollars and twenty two cents (\$4,231.22). Eleven (11) of those accounts remain unpaid. The outstanding amount due is two thousand one hundred fourteen dollars and eighty eight cents (\$2,114.88). Posting of properties will be done and reminders will be sent. Juli mentioned there is one (1) account that remains delinquent from last month's postings. This will also be followed up on.

**The Bills-In-Arrears Report** as of 11/8/18 was presented. Letters will be written to those accounts that have reached the three (3) month delinquency point.

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We have received a second call from a representative of the **Kersey Fraternal Order of the Eagles**. The building is being sold to Ray Krise, Jr. and his nephew. The Eagles have a credit balance of four hundred and one dollars (-\$401) on their account. They are asking for reimbursement of this amount. The water service was turned off a month ago at that location. The requested reimbursement was included in the list of bills approved tonight. Members were okay with this due to the upcoming change of ownership and the water service being shut off.

A copy of the **HRG's** newsletter was included within our meeting packets tonight. There is an announcement that Jason Fralick is being promoted to President of the company as of 1/1/19. The Authority has worked with Jason for many years. We congratulate him and wish him well in his new position.

**THE NEXT MEETING DATE WILL BE: WEDNESDAY, DECEMBER 12, 2018.** The second 2019 Budget Session will begin @ 5:45 p.m. The December monthly meeting will follow at 6:00 p.m.

**Adjournment** – As there was no other business to be discussed the meeting adjourned @ 6:35 p.m., as moved by Russ Braun, seconded by Michael Kamandulis, motion carried.