

FOX TOWNSHIP SEWER AUTHORITY MEETING MINUTES
OCTOBER 10, 2018

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

Others Present: Tom Holleran, Wastewater Project Manager of HRG Engineering, Shawn Zimmerman, Wastewater Treatment Plant Operator and Juli A. H. Schlimm, Authority Clerk.

Visitors were: Dave Mattiuz, Township Supervisor. Lynn Young, Dan Cribbs and Mike Delullo, regarding a new connection. Scott Surra, St. Mary's Insurance Agency.

Jerry Zimmerman, Chairman called the meeting to order followed by the Pledge to the Flag.

Contractor Mike Delullo was recognized first. Mike explained the he is doing a connection installation for a new home for **Lynn Young** behind 1105 Million Dollar Highway. A large map of the Laurel Run lift station area was viewed by members and visitors. Mike explained they are planning to connect to the gravity line on the (north east) side of the lift station. Shawn explained there is also a force main line in the area he was concerned about. Mike explained they would be on the opposite side away from the force main. They hope they will be able to gravity from the house. They are unsure if they will have drop to connect a basement bathroom. They are planning for a grinder pump. Juli said an E-1 grinder pump is specified by the Authority. Juli said the Authority has specs for the E-1 that she can provide to him. Mike Delullo asked if the Authority assumes responsibility for the grinder pump? Jerry said no it is private. It helps within the system to have a universal type for parts. Russ mentioned using an effluent pump in the basement to pump it up, then gravity it. Russ said this would be less expensive than the E-1. Mike said he was proposing gravity feeding into a concrete tank then the grinder pump tank and use two inch (2") SDR 21 and take it out to the main line. Members said it has to be an E-1. Russ said if it is gravity flown to our line even with a small submersible pump in the basement would be fine. Mike asked for more details on the depth of the line. Juli said she will look on another adjoining print for more detail. Dan Cribbs said he has a problem because with Superior Walls if you drill a hole into it, it voids the warranty. He said the sewer line will have to be underneath the wall in the basement. Russ said if you tell them where you want a hole made Superior Walls will put it in. If going underneath the footer the E-1 will be needed. Mike also asked for elevations on the manhole. It was thought to be eleven feet (11"). This will be checked.

Scott Surra was recognized next. Scott told members that Juli had contacted him for budget on projected increases for the upcoming year. Premiums are actually down slightly for our coverage within our package. We have had our coverage with them for many years so he is familiar with our entire system.

Carole asked with the health insurance coverage are the employees still required to go to Pittsburgh for UPMC? UPMC is trying to incorporate Cleveland into their network. Scott will

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HOSPITALIZATION CONTINUED:

check on as of what date this is happening. Scott said the health insurance renewal is in July. Half the year we will know what our figures are. July through December of 2019 Scott suggests budgeting a five to six percent (5 – 6%) increase for hospitalization. Rates are based upon age.

The Meeting Minutes of 9/12/18 were approved as written and were previously distributed, as moved by John (Pat) Minard, seconded by Rudy Pollino, motion carried.

Tom Holleran presented his Engineering Report for this evening. Tom told members he spoke with Steve Halmi of Deiss of Halmi Engineering. They were the design engineers for the **Rebco** force main. Mr. Halmi had provided his recommendations for maintenance and flushing the line within a 9/20/18 email. The members were copied with this correspondence. The recommendations were listed in order from the easiest to the hardest. These were reviewed and discussed. Tom told members HRG agrees with Deiss and Halmi's recommendations. HRG would suggest our board recommend our staff fit this activity in as soon as possible. Exercising the valves along the force main was discussed as being necessary twice annually. Pigging the line and ice slurry was discussed. When looking at this for the Homestead lift station it was estimated at \$15,000 a week. Use of a camera was also mentioned. You can reach four hundred feet (400') from the upstream manhole. Deiss and Halmi had enough information to provide these recommendations. Russ asked if it is our staff that will be doing this? Tom said he had talked to Chad about using one of the tankers to pump to move enough water. Jerry said Scott Surra handles our insurance and is also chief of The Fox Twp. Fire Department. It was convenient that he was present for this discussion. Scott said Chad and Shawn are both members of the department. Tom felt they are both knowledgeable in knowing what will work for this. Tom did mention doing so when it is dry. Scott asked about accessibility. Tom said this would be closely situated to McDermott's Welding. It's about seventy feet (70') on the power line area. We would be pumping toward the pump station away from Rebco. Pumping at an adequate flushing velocity for the three inch (3") portion of the line to be flushed is what is trying to be achieved. Scott asked if there isn't enough flow? Tom said there isn't enough velocity because of the number of connections being less than what was originally planned for.

The **Homestead Lift Station** was discussed. The operators got the correct second impeller in for one side of the dual stage pumps. The operators have indicated it is now moving a lot of water. Tom was working on the proposal for the upgrade to the lift station. HRG's senior engineer has reviewed the numbers and thought the change to the impellers should be looked at before we continue with the study. An oversized impeller is being used. Evaluating how it is performing is what we need to do. A second set of impellers has been ordered for the other side of the dual stage pumps. This is also a good idea. HRG supports this as well. Tom will be doing a drawn down test to provide us with real numbers on what the pump is moving. The last time this was

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HOMESTEAD LIFT STATION CONTINUED:

done it was only moving thirty eight (38) gallons a minute. There are even concerns with the size of these impellers and the velocity in the line with the grit load. Jerry asked if the operators were going to get Buerk in to back flush the line? Shawn said this is what they've been working on. It was pumped in the spring and again, about a month ago and there was again a considerable amount of grit. Tom said this is to be expected if the pump was performing so poorly. This will all be evaluated.

Tom shared with members that he had several conversations with Solicitor Devittorio over the past month on the **Bauer Project**. The solicitor provided a letter dated 9/26/18 and a 10/9/18 email. These were copied with the 9/12/18 meeting minutes ahead of time to members. The information was lengthy and Juli wanted everyone to have time to read the correspondence prior to the meeting tonight.

Tom also mentioned our Authority had at one time been a member of **PMAA** (PA Municipal Authorities Association). There is a dinner meeting next Wednesday, 10/17/18 at 4:00 p.m., at the Dam Inn. A solicitor from a Harrisburg law firm will be speaking on Authority business. HRG's supports this organization for small Authorities like us. Juli said membership and the dinner information is included in the meeting packets for tonight.

Analytical Services, Inc. (ASI) testing results were presented for the month. The August Discharge Monitoring Report (DMR) was also presented.

Jerry asked if the carport shelter was keeping the sludge dry? Shawn said it is.

The Greg Bauer/CJB Holdings, LLC Project was discussed further. As mentioned, the 9/26/18 correspondence from the solicitor accompanied the September minutes. We also received a memo dated 10/5/18 noting a typographical error and correction from the 9/26/18 correspondence. It was in regard to a certain section of the code being referenced. One numeral was changed.

An additional email received on 10/9/18 was also copied to members regarding the Bauer Project. There was information on taking over the Bauer line with the reimbursement going back to him as the developer, within a ten (10) year period. This reimbursement comes from the "collection part" of the tapping fee. This is as has been in the past with Rebco.

In discussing the Bauer Project with the solicitor, we spoke regarding the adjoining property owners, the Yeager's being required to connect. This is based upon the Authority taking over the CJB Holdings, LLC line. It was discussed that **updating our tapping fee figures** would provide the Authority with the most current information on what the reimbursement would be for this project per Act #57. It was discussed that the board hasn't done a recent update which is required every several years.

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ACT 57 CONTINUED:

Russ Braun moved to have HRG Engineering provide a quote for updating the Act 57 calculations. The motion was seconded by Carole Harshbarger, motion carried.

There was nothing further at this time on the **Cellular Store Project**. There has been some project delays with Ms. Young sharing a right of way for access.

It was determined by DEP that the **Jim Nissel Project** will be required to do a Component #3 submittal. This is based upon the fact that the line is intended to be kept private. On this form our NPDES and Clean Streams Permit numbers were required. I was unable to locate the CSP number so DEP provided it to us. Harry Carr the consultant on the project is preparing the submittal.

There was nothing further on the **Ray Krise, Jr. Trailer Ct. Project**.

There was nothing further on the **P & P Real Estate Holdings (Quality 1st Maching) Project**.

There was nothing further on the **Gutowski** land being sold for a new dental office.

We provided a capacity letter for the **Ethel Benini Subdivision Project** on 9/25/18. The Planning Module was submitted to the state for the requested exemption. DEP has requested additional information on 10/2/18. A letter was sent to Jim Benini requesting a revised plot plan is needed showing where the sewer and water lines are intended to be run. St. Mary's Water is also to provide a letter indicating they will provide service. Curry and Associates called today regarding the other items that are needed by the state. They will be preparing the Project Planning and Environmental review form.

The Bills were approved for Payment and Paid with Check #2356 to Check # 2384 in the amount of forty two thousand twenty three dollars and thirty three cents (\$42,023.33), as moved by Rudy Pollino, seconded by John (Pat) Minard, motion carried.

Monthly overtime hours were presented.

Solicitor Devittorio's September Fee Statement was reviewed as received on 10/3/18. A credit balance of one thousand four hundred forty nine dollars and fifty four cents (-\$1,449.54) remains. The Authority's cost for the month was two hundred thirty one dollars (\$231.00). Juli told members she plans to bill Greg Bauer for the professional cost of the project including the Developer's Agreement all on one invoice.

Bills in Arrears Report was incomplete as it fell due yesterday. Twenty three (23) delinquency letters were sent out with four thousand two hundred thirty one dollars and twenty two cents

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ARREARS CONTINUED:

(\$4,231.22) being owed. Eleven (11) of those twenty three (23) remain unpaid. The outstanding amount still owed is two thousand one hundred fourteen dollars and eighty eight cents (\$2,114.88). Juli commented that this is very unusual. Typically, we have a much higher percent that pay. These properties will be posted for water shut off.

A representative was here on 9/19/18 from **CWM**. They provided a flyer of their services. The company does analytical lab services and does pumping of tanks for waste removal among other things. Their office is in Kittanning, PA. Rudy commented they utilize their services at the landfill.

PMAA the PA Municipal Authorities Association Annual Fall dinner at the Dam Inn is to be held on 10/17/18. The cost is twenty dollars (\$20) per person. It is from 4:00 to 6:00 p.m. Reservations are due by Friday. Free membership applies for the remainder of 2018. Jerry Zimmerman entertained a motion that any board member or employee can attend the dinner @ the Authority's cost. Carole Harshbarger moved to do so, Rudy Pollino seconded the motion, which carried.

Kurt Richards of **Lecker Insurance Agency** inquired on bidding our insurance package. It was mentioned that this is a professional service and the Authority does not have to accept bids unless they are interested in doing so.

THE NEXT MEETING DATE WILL BE WEDNESDAY, NOVEMBER 14, 2018. Our first 2019 Budget meeting will be held at 5:00 p.m., followed by our regular monthly meeting @ 6:00 p.m.

Adjournment – As there was no other business to be discussed the meeting adjourned at 6:50 p.m., as moved by Mike Kamandulis, seconded by Russ Braun, motion carried.