

FOX TOWNSHIP SEWER AUTHORITY MEETING MINUTES

MARCH 14, 2018 @ 6:00 P.M.

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

Others Present: Tom Holleran, HRG Engineering, Chad Shields, Wastewater Treatment Plant Operator, Juli A. H. Schlimm, Authority Clerk. Visitors: Rick Krishart, local resident and business owner.

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

Rick told members at the 3/7/18 Township meeting he was asking questions regarding infrastructure and extending sewer lines in the Township. Rick said he was directed to the Sewer Authority. Rick spoke about the potential for growth in Fox Township. He is interested in seeing the public system expand. The Authority members said it is really up to the Township to do a 537 Plan Study on the feasibility of line extensions. This is what happened to the Lovers Lane and Hayes Road areas. Russ added, in a 537 Study an area is targeted with the need for public sewage. It is studied by the Township based upon need. The number of malfunctioning systems in that area are identified. The Township hires an engineer to study this area. Based upon the results of the study the Township then comes to the Authority on how to proceed. Jerry said the Authority's last expansion was the Million Dollar Highway. That was over fifteen (15) years ago. Rick said it is thinking of the future of the community. Jerry said the Authority has a plant that is only running at half capacity. We have the ability to grow. Jerry said the Authority has been unable to secure grant money because the Township has too much money. The only grant money we have gotten for years is through the County. It has been used for repairs and small equipment projects. Rick spoke about investing in infrastructure. "When this is done people move to, work, live and pay taxes in Fox Township". The Township then continues to grow. Jerry pointed out that Ken as a business owner had to invest and build his own sewer line to serve his business. Jerry further explained FTSA borrowed money from PennVEST a 1% state loan to expand the highway. Jerry said the Authority was formed not to be a business for profit but to expand infrastructure. We are always going to have loans to do so. Other members agreed. Jerry said we have several businesses along the Million Dollar Highway in the Township that are only there because of the public system. The Township also gains from the taxes generated from these businesses. The Authority does not. Russ said in running sewer lines unless there are a lot of homes on the street it isn't feasible to do so. If done that area may be looking at paying a higher monthly rate because of cost. The cost of on-lot septic systems especially sand mounds were discussed. It is a very expensive endeavor for any homeowner. Rick made comparisons to his business and planning and expanding in stages. You may not be able to afford to do a large area but then do it progressively. That may be the only way it can be done to make progress. Jerry said at this time we are updating our lift stations within our system. Jerry said the 537 Study is the beginning. That needs to be done by the Township. Tom of HRG said they're mandated to do so with the state every five (5) years.

FOX TOWNSHIP SEWER AUTHORITY MEETING MINUTES

3/14/18 – PAGE 2

Rick Krishart Visitor – Development and Infrastructure Discussion Continued:

Jerry said the Township garbage doesn't run to make money, recycling and water service doesn't make money. Building and maintaining roads in the community is also the same concept. Members agreed you need all these services. Pat said it's called civilization.

Russ said how expensive it is for individuals to develop land now. You have the purchase of the land, the cost of developing lots, do a storm water plan, plan for sewage, roads, electricity etc. it is too costly. Less people are interested in doing so because of the higher costs. You just don't see big subdivisions anymore. Carole said when PennDOT wanted to do the reconstruction of Main Street they wouldn't do so unless public sewage was done. There were so many malfunctioning systems right along Main Street at that time. This is how the system started. That began in 1980. Moving forward into the future the Township is responsible for the 537 Study. It has to be the Township that initiates it and works together with the Authority. Members thanked Rick for his interest and for attending.

The Meeting Minutes of 02/14/18 were approved as written and were previously distributed, as moved by Mike Kamandulis, seconded by Russ Braun, motion carried.

Tom Holleran of HRG Engineering presented his report for this evening. Next Monday an inspection of the system lift stations is scheduled with Smith & Loveless equipment representatives and our operators and Tom will be present for this. The lift stations will be evaluated to assess the condition of each. Recommendations for rehabilitation and/or upgrades, as necessary will be done. Cost estimates will be gotten for this.

Chad told members Timax that was previously discussed is staying in Emporium until July. Chad said there are concerns with the amount of metals in their process. Jerry said from the Township perspective they had other concerns as well.

Delullo's Car Wash has now opened for business and is operational. Their water usage is being closely monitored. Currently it is at one (1) EDU.

ASI (Analytical Services, Inc.) test results were presented for review and also the January 2018 Discharge Monitoring Report. There was no sludge hauled during February.

The existing financial agreement between the Fox Township Board of Supervisors and the Fox Township Sewer Authority was previously copied to members and was further discussed. The Authority as of 2017 going forward will no longer take the seventy five thousand dollars (\$75,000) annual loan from the Township. The Township acted upon it as of their most recent meeting held on 3/7/18. The amended agreement was acted upon as moved by Russ Braun, seconded by Ken Huey, all were in favor, motion carried. The agreement was signed and executed.

FOX TOWNSHIP SEWER AUTHORITY MEETING MINUTES
3/14/18 – PAGE 3

A letter was sent to Henry Snyder regarding account #3520. The board had asked that they be contacted asking if the structure was a multi-tenant building. No response has been received to date. The balance owed on the account is one hundred seventy dollars and ninety one cents (\$170.91). A standard delinquency letter was sent to them on 2/21/18 regarding water shut off action if the account remains unpaid. The property was posted today as required so the tenant will also be aware of the intended action. Action will be taken on 03/26/18 as ten (10) days fall on the weekend.

A letter was sent to Ron Wildfire on 2/14/18 regarding account #7505. Mr. Wildfire's residence had burned in August 2017. St. Mary's Water confirmed the water service has been on at this location for the quarters ending October 31st and December 31, 2017. St. Mary's Water is still billing Wildfire for a construction/remodeling estimated rate of two thousand (2000) gallons. Mr. Wildfire had Contractor Bob Vollmer pressure wash the basement. FTSA back billed Mr. Wildfire from October 17 to February 2018 at two hundred fifty seven dollars (\$257.00). Mr. Wildfire came in person to complain to Jerry on 2/21/18. Jerry accompanied Mr. Wildfire to 114 Cherry Road to view that the plumbing is not connected at this point in time. Jerry verified that there were no fixtures upstairs. The contractor isn't expected to return until mid- April. Technically he still has water service. FTSA's policy is if there is active water service we bill for the sewer. In this case he has water but the plumbing isn't re-connected yet. There is a new house rebuilt now. Carole questioned where did the water go? She asked did we take and treat it? Jerry said it did not go into the sewer line. Russ said is Mr. Wildfire asking for a reimbursement. Juli said no he's asking not to have to pay his bill for that time period. He hasn't paid it. He owes two hundred fifty seven dollars (\$257) as of 3/11/18. Russ said there is nothing in our rules and regulations to address adjusting this. Jerry said he invited Mr. Wildfire to come tonight. Russ thought he should at least write the Authority a letter. Juli asked Jerry if Mr. Wildfire had asked him to convey this? Jerry said yes. Russ said it should be done by Mr. Wildfire making a written or in person request. This way we would have some written documentation of it. Russ suggested tabling this until we get a letter from him or he attends a meeting. Members said to contact him and request a letter, a written request or for him to attend a meeting for further consideration. A letter will be written to him.

A telephone call was received on 3/5/18 from Modern Industries regarding their account #5000. Their re-circulator had malfunctioned in processing. Their monthly bill for 2/24/18 was one thousand five hundred sixty dollars (\$1,560) or was at twenty four (24) EDU. An average monthly use for all of 2017 for their account was at four (4) EDU monthly or two hundred fifty six dollars (\$256). St. Mary's Water records showed seventy eight thousand (78,000) gals. of water use as of the quarter ending 1/31/18. This was for a twelve (12) week period. Usage from 2/1/18 to 3/13/18 over a six (6) week period of time was one hundred and sixty thousand (160,000) gals. There was discussion that this has occurred at other companies within the sewer system. The other companies (GKN and Elco) have always been billed when this happens.

FOX TOWNSHIP SEWER AUTHORITY MEETING MINUTES

3/14/18 – PAGE 4

Modern Industries – Account #5000 Continued:

FTSA did take and treat the water so no other consideration can be made. A meter reading was taken today. Their usage is back to three (3) EDU.

Solicitor Devittorio had called on 3/5/18 indicating FTSA can raise our bad check fee from twenty to fifty dollars (\$20 - \$50). The notice must be visibly posted in our office. The fee has been at twenty dollars (\$20) as long as Juli can remember. Bad checks are occurring more often. Pat Minard moved to increase this fee to a fifty dollar (\$50) charge, seconded by Russ Braun, all were in favor, motion carried. Most of the time when this happens the customer has written a check he can't cover to prolong water shut off action from taking place.

The *BILLS were approved for payment and paid with Check #2113 to Check # 2143* in the amount of forty nine thousand three hundred thirty five dollars and fifty three cents (\$49,335.53), as moved by Russ Braun, seconded by Carole Harshbarger, all were in favor, motion carried.

Employee overtime hours were presented for the month.

The February Fee Statement for the solicitor was received on 3/1/18. A credit balance of three hundred seventy dollars and sixty four cents (-\$370.64) remains. A twenty five hundred dollar (\$2,500) retainer fee is currently due. It was part of the bills that were approved this evening.

The Bills-In-Arrears Report for the 2/24/18 billing cycle was discussed. Twenty five (25) delinquency letters were sent out on 1/18/18. Two (2) properties have been posted for water shut off action. One (1) property was posted from last month. The customer paid the past due amount today. The shut off action will be taken on 3/26/18 if left unpaid. Three thousand three hundred and one dollars and ninety six cents (\$3,301.96) was owed. Two thousand five hundred ninety dollars and three cents (\$2,590.03) has been paid to date.

A letter dated 2/1/18 had been written to Christopher Lion regarding account #3405. A check had been written by the Lion's but was returned for insufficient funds. The past due amount plus bank fees and the bad check charge were paid for a total of two hundred seventy dollars and sixteen cents (\$270.16) in cash.

A letter dated 2/1/18 was written to Pete Mackie regarding account #6800. A check had been written by Mr. Mackie but was returned for insufficient funds. The past due amount plus bank fees and the bad check charge were paid for a total of two hundred eighty eight dollars and thirty one cents (\$288.31) in cash. Juli said when this happens cash or money order only is accepted to correct the situation.

FOX TOWNSHIP SEWER AUTHORITY MEETING MINUTES
3/14/18 – PAGE 5

The Bills-In-Arrears Report was presented as of 3/12/18. Thirty (30) delinquency letters will be sent out.

The PA Rural Water Association Conference will be held from 3/20/18 to 3/23/18. Chad will be attending. Member Mike Kamandulis will be attending on Thursday, 3/22/18.

*The NEXT MEETING DATE IS: **WEDNESDAY, APRIL 11, 2018 @ 6:00 P.M.***

Jerry told members that there is a possibility that Juli may be away during the meeting week. If this occurs the meeting would be cancelled. Juli told members she will email them if this happens.

Russ asked if we had heard anything further from Harry Carr on Jim Nissel's behalf? Juli said she had sent him everything he had requested. She sent the Developer's Handbook and E-1 grinder pump specs. We haven't heard anything else.

As there was no other business to be discussed the meeting adjourned at 6:55 p.m.