

FOX TOWNSHIP SEWER AUTHORITY MEETING MINUTES

June 12, 2019

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 or HRG Engineering, Shawn Zimmerman, Wastewater Treatment Plant Operator and Juli A. H. Schlimm, Authority Clerk.

VISITORS: Shawn Sheeley, Jr. and Sierra Ginther.

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

RESOLUTION 2019-6-1 prepared and signed by our solicitor was acted upon. This resolution is to accompany the five hundred dollar (\$500) penalty being paid to DEP. The penalty was charged for the late receipt of the annual Chapter 94 Report to the Department of Environmental Protection on 4/11/19. HRG Engineering reimbursed FTSA by Check #89534 hand delivered today. Jerry signed the resolution as our chairman. DEP representatives will also sign and return their executed copy to us for our records. A transmittal letter will be sent by certified mail to DEP dated today.

The **Minutes** of May 8, 2019 were approved as written and were previously distributed as moved by John (Pat) Minard, seconded by Russ Braun, motion carried.

Analytical Testing results and the **April 2019 Discharge Monitoring Report** was presented for the month. 51.37 tons of sludge were hauled in May.

Jerry shared with members that a **concrete pad** was poured at the plant for the sludge container to sit on. The Township Road crew helped with the project. The project cost will only be for materials.

The **Gas Meter repair** was done by Elco Electric. The meter still needs to be calibrated. Prices will be gotten from both ES2 and Drager. Chad prefers working with ES2. The ventilation system is working.

The Shawn Sheeley, Jr. Plan Review was discussed among Tom Holleran, the board and Shawn Sheeley, Jr. Tom will send the Sheeley's surveyor, Ron Fox an email tomorrow outlining items discussed. The current plan shows the installation of two (2) manholes. Only one (1) is needed. If there is a manhole at number five (5) then number six (#6) isn't needed and may be eliminated. The manhole labeled as number seven (#7) on the print can be a clean out instead. The design should also reflect 0.2' fall across each manhole to assure debris does not collect. Tom commented more detail is needed on the plan. Juli asked Shawn Sheeley if he had decided if he is turning the line over to the Authority or if he intends to keep it private.

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The Shawn Sheeley, Jr. Plan Review Continued:

Shawn said he thought he would turn the line over to FTSA for their ownership. When the final plan is approved Juli will copy our solicitor for a Developer's Agreement to be created. Solicitor Devittorio had done so for Shawn Sheeley's neighbor, Ron Krise some years ago. Juli indicated that the legal costs are then billed to the developer for the work and that it is also recorded after being accepted. Russ Braun moved to conditionally approve the Shawn Sheeley, Jr. Plan so that he may start after FTSA receives HRG's approval, Carole Harshbarger, seconded the motion, which carried. In taking this action it will prevent a delay until next month. Juli requested two (2) sets of plans one (1) for the Authority and our solicitor.

There was discussion on the **Return Pump Verial Frequency Drive (VFD)**. An estimate of six thousand four hundred dollars (\$6,400) was gotten for this item.

A full set of **Headworks electrical prints** were delivered by Tom for Chad tonight.

The REBCO line update was discussed. Three (3) valves were removed from the three inch (3") section of the line. This was done by Auman Brothers on 4/17/19. They did the original installation. Tom commented there is adequate velocity in the two inch (2") section but not the three inch (3") section. There are two (2) valves that remain on the line. There have been no problems since 4/8/19. The operators will be cleaning the line out soon again.

A letter dated 6/1/19 was received from **Advanced Disposal** regarding the PA DEP's requirement to resample/retest/recertify our sludge wastestream. This is done every other year. This information will be provided to Analytical Services, Inc. for the tests to be done.

The **Air Release Valve** on Rt. 948/Fairview Road was discussed again. The manhole is shallow. The timing of the procedure was discussed. Tom included pictures of the manhole with his report for tonight. The metal parts are all corroded. A contractor could cut the saddle and the bolts and do a new saddle and air release. Additional information is needed on this. The clearance needs to be determined from the top of the pipe to the bottom of the lid. Tom also informed us that air release valves are now made of HDPE. A shut off valve is still needed. The contractor should have a six inch (6") piece of PVC and couplings just in case. This is in case something would happen while it is down. This is still an easier solution than turning this into an engineered project. If done at night there will be less flow but more complicated without daylight. There are more safety issues. Members discussed that a daylight project would have benefits for sight. There was conversation on the use of one lane traffic and a flagger being utilized. Jerry asked Rudy if the methane crew at the landfill would be interested in doing this work. Rudy will contact them and ask. Shawn said it may be necessary to have a tanker come in. Prices are also to be gotten from area contractors. The past air release valve information will be within a PADOT file from about fourteen to sixteen (14-16) years ago. Juli will research this.

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There was nothing further at this time on the **Ed Anderson** or **Radkowski Projects**.

The **Windstream** account continues to be paid in full. There has been no further issues with it.

The **Verizon** store installation restoration has been done according to Shawn. **Lynn Young's** in the same area has not been done. With the extremely wet weather this may take longer. If the restoration is not done to our satisfaction she will be contacted. This affects our mowing.

The **Burt Finland** account at 109 Robin Rd. has been turned over to St. Marys Water for shut off action. All of his sewer bills for the past couple months have been returned to us as undeliverable. The action is being scheduled. The home appears to be unoccupied. Lien action can be taken in August.

THE BILLS WERE APPROVED FOR PAYMENT and paid with Check # 2611 to Check #2648 in the amount of fifty one thousand eight hundred five dollars and eighty cents (\$51,805.80), as moved by Russ Braun, seconded by John (Pat) Minard, motion carried.

Monthly overtime hours were presented for review.

Solicitor Devittorio's May Fee Statement shows a credit balance in the amount of two thousand twenty five dollars and sixty four cents (\$2,025.64). Hours were attributed to the Windstream bankruptcy and the DEP civil penalty resolution. Members asked how many hours were for the DEP penalty. Juli said it was 1.6 hours at one hundred sixty five dollars (\$165.00/hr.). Juli said there will also be time on Jim's June statement for this reason. After receiving the resolution he had called to discuss it. The board said HRG will be invoiced asking for reimbursement of the legal costs involved. Tom agreed this will be reimbursed by them. Tom apologized to members for missing the deadline of the Chapter 94 Report. He had contacted DEP but there was no consideration to waive the charges. Tom shared Jason Fralick is planning to attend our July meeting.

Bills-In-Arrears due as of 5/9/19 had seventeen (17) delinquency letters written to property owners owing two thousand nine hundred eighty seven dollars and sixteen cents (\$2,987.16). Of that amount two thousand three hundred forty dollars and eight cents (\$2,340.08) was paid. Two (2) properties will be posted for shut off action.

The most recent **Bills-In-Arrears Report** as of 6/9/19 was also shared. Letters will be written to the customers on the list which will fall due by 7/9/19.

A letter was written to tenants Jessica Gies and Ken Jackson of 119 Fern Lane. Bad check charges were incurred for insufficient funds for sewer **account #9174** owned by Lee Reider.

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Account #9174 Continued:

Two hundred twelve dollars and twenty five cents (\$212.25) is due including bank fees and bad check charges. A fifty dollar (\$50) payment was made on the account on 6/5/19. The property will also be posted for water shut off.

Correspondence was received from DEP dated 5/14/19 concerning our **“Draft” NPDES Permit** renewal. The information was copied to HRG Engineering and also to the operators for their review. Our reporting has been increased. Additional and more frequent testing will be required. There are no permit discharge limits associated with this now. There will be in the future. Copper limits were discussed as being low. In reviewing the DMR’s we met the copper limits.

THE NEXT MEETING DATE IS: WEDNESDAY, JULY 10, 2019. Jerry suggested the board meet at 5:00 p.m. at the Wastewater Treatment Plant to tour it. Jerry suggested Subway be ordered for our meeting at 6:00 p.m. since we are gathering early. As there was no other business to be discussed the meeting **adjourned @ 6:44 p.m.**