

FOX TOWNSHIP SEWER AUTHORITY MEETING MINUTES
JULY 12, 2017 @ 6:00 P.M.

Members Present: Carole Harshbarger, Russ Braun, Ken Huey, Mike Kamandulis and Jerry Zimmerman, Jr.

Others Present: Juli A. H. Schlimm, Authority Clerk. There were no visitors attending.

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

HRG's Engineering Report was received by email and forwarded to members earlier in the day. There were few changes from last month.

The 6/19/17 letter from HRG to the Authority regarding the plan titled "Centerville Estate As Built Sewer" dated 2/18/17 as prepared by Lee Simpson Associates and submitted by Joseph Weinkauff was discussed. Juli explained that HRG or our office hadn't heard anything regarding this letter from Mr. Weinkauff. Jason had copied him with it. Juli emailed Mr. Weinkauff asking if he had received it. He informed us that he didn't. HRG had mailed it to Lee Simpson Associates to his attention. Mr. Weinkauff explained that he doesn't work for Lee Simpson Associates. He works independently. Juli emailed to Mr. Weinkauff a copy of the 6/19/17 letter and the portion of the minutes from June that discussed the problem with the labeling of the scale. Mr. Weinkauff indicated he would be submitting a corrected plan within a day or two. Juli told members the plan will then be re-submitted to HRG and hopefully after Jason's review maybe the board will be able to act on it next month.

Ken told Juli she will be receiving the Rebco "As built" prints as requested with the raised seals from their engineer. Juli said she had an email from Cory Nesbitt indicating this as well. Solicitor Devittorio was copied on the email too.

Analytical test results were presented for May and June. Both the April and May Discharge Monitoring Reports were presented for review. April DMR was omitted from the June meeting packet so it was included tonight. Jason is copied with the Discharge Monitoring Reports via email by Chad. Members commented on the flows being high. Juli said we've had plenty of rain this summer. Jerry mentioned wasn't there a problem with a vent cap being off? Juli said yes it was Jerry Agosti. Mr. Agosti complained about an odor problem. These types of situations do attribute to our flows.

The First Chance grease trap has not been installed yet. Owner Ray Krise, Jr. is to call at the time of installation. Shawn had recently spoke with him.

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DEP's annual Available Operator Report has been required for a few years now. The information is the same as last year as nothing has changed with the operator certifications. There is a one hundred dollar (\$100) fee to the state.

The sludge hauling report for the month of June was noted as 15.37 tons.

Solicitor Devittorio wrote a letter dated 6/15/17 to the law office handling the Sheriff Sale of the John D. Reed, Jr. property @ 165 Dagus Mines Road, Kersey. The total amount due to us is for a lien including the filing and satisfaction fees as of the sale date of 8/17/17. The amount owed to us is: seven hundred seventy four dollars and thirty three cents (\$774.33). The Elk County Sheriff was also copied with this information by our office.

The 2016 Fox Twp. Sewer Authority Audit was completed and received from Calliari, Meholick and Company. Copies were provided to members. Copies were submitted to PennVEST and DCED as required. The Township was also copied. There were no findings. Everything was reported to be fine. Mr. Meholick wanted the board to know he is always available to attend a meeting if they have any questions on the report.

Integrity Energy information provided as of last month the quote was \$0.05590/kWh. Today their updated quote was for 0.05390/kWh through Direct Energy. They have indicated that they are trying to keep us! General Service rate information was also provided. Two (2) other companies called and/or emailed but never followed through with anything. Our current rate is @ \$0.05580/kWh. The start date for the new rate would be December of 2017. The contract would be for two (2) years 2018-19. Russ Braun moved to accept the new contract rate of 0.05390/kWh with Direct Energy, seconded by Ken Huey, motion carried.

There was nothing further on the Jerome Anders installation @ 223 Dagus Mines Road.

The BILLS were approved for payment and paid with Check #1828 to #1858 in the amount of forty six thousand seven hundred seven dollars and twelve cents (\$46,707.12), as moved by Russ Braun, seconded by Mike Kamandulis, motion carried.

Employee overtime hours were presented for the month. Jerry commented they have had some problems with lift stations which may have been part of the overtime hours.

The June Fee Statement from Solicitor Devittorio was received dated 7/3/17 with a credit balance of: six hundred ten dollars and ninety one cents (-\$610.91).

The 5/24/17 customer billing cycle had seventeen (17) delinquent letters sent out with two thousand nine hundred forty dollars and thirty three (\$2,940.33) due by 6/8/17. Two thousand

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Arrears Continued:

four hundred thirty five dollars and thirty five cents (\$2,435.35) was paid. Three (3) accounts were unpaid and were posted.

The account of Wayne Pichler #4680 water shut off action was taken on 7/5/17. The check he had written on 5/31/17 was returned for insufficient funds. Bad check charges and additional bank fees and penalty applied. Lien action can be taken if the full past due amount isn't received by the due date. Carole Harshbarger moved to take lien action per policy, Russ Braun seconded the motion, which carried.

The Bills-In-Arrears Report was presented as of 7/11/17.

A letter dated 6/16/17 was written to Dan Bundy regarding account #2950 concerning a check being returned for insufficient funds. The amount due remains outstanding.

A letter dated 6/19/17 was also written to Mr. and Mrs. Gary Gahr regarding account #2555 concerning a check being returned for insufficient funds. The past due amount was paid by cash to correct the situation.

The signature cover page of our specifications for connecting was revised as discussed at our June meeting. Our operators are both listed by name and telephone contact numbers. A statement appears just below this information that reads: ***These are the ONLY two (2) people certified to do installation inspections for the Fox Township Sewer Authority.*** Members had a copy of this page within their meeting packets. It was also suggested that this line be highlighted. A copy of the "old" page prior to the revision was also provided for comparison purposes.

Jerry told members that this week Juli retrieved old records stored upstairs in the Township garage. The records were stored in plastic totes but still over the years have gotten extremely dirty. The totes are stored on shelving that the Authority had purchased a few years ago. Jerry said because of the location and conditions it isn't easy to access he thought maybe the Authority should consider purchasing a storage shed for this purpose to be placed at our Treatment Plant. Juli explained that right now she rides the loader bucket up to the ceiling level to get the old records. There was additional discussion on the garage being heated verses a shed that wouldn't be. Also discussed was that something could be built around this storage area to prevent additional dirt, etc. from happening. Juli said occasionally there is a need or reason to find something from the past so she has kept financial records.

Juli shared she was checking to make certain that a tap that was shown on the map of Dagus Mines Road from the third (3rd) Phase Project of Dagus Mines had been paid for. It was installed and never used as the owners lived in Arizona for the past thirty (30) years. The records documented a payment that had been made in July of 1989.

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The Next Meeting Date is scheduled for: **WEDNESDAY, AUGUST 9, 2017 @ 6:00 P.M.** As there was no other business to be discussed the meeting adjourned @ 6:29 p.m., as moved by Russ Braun, seconded by Carole Harshbarger, motion carried.