

FOX TOWNSHIP SEWER AUTHORITY MEETING MINUTES

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MEMBERS PRESENT: Russ Braun, Ken Huey, Michael Kamandulis, John (Pat) Minard, Rudy Pollino and Jerry Zimmerman. **OTHERS PRESENT:** Shawn Zimmerman, Wastewater Treatment Plant Operator and Juli A. H. Schlimm, Authority Clerk. Tom Holleran of HRG Engineering.

VISITORS: Dave Mattiuz, Fox Township Supervisor.

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

THE MEETING MINUTES of 2/12/20 were approved as written and previously distributed, as was moved by Michael Kamandulis, seconded by Rudy Pollino, motion carried.

HRG'S ENGINEERING REPORT was presented by Tom Holleran. The **Chapter 94 Report Draft** has been prepared. The report itself is done. Tom is waiting for the maps to come out of their Harrisburg office. FTSA will also receive new GIS maps with the minor corrections made. The Sheeley and Bauer Extensions will be highlighted on the maps. After Chad Shields and Jerry Zimmerman review and approve the draft, the signature page will be scanned and provided to HRG. Jerry called for a conditional approve to do so. Russ Braun moved to grant a conditional approval to do so, Rudy Pollino seconded the motion, which carried.

THE RAS PUMP STATION MIXER was discussed. Tom reported he spoke to the representative. The piece of equipment capital cost is estimated @ thirteen thousand (\$13,000). There would be additional costs with the electrical work and parts for the installation. There would also be permitting costs. It could be upwards to around the seventeen thousand dollars (\$17,000) range.

THE JANUARY DISCHARGE MONITORING REPORT was provided to members.

THE GREG BAUER PROJECT was discussed. The construction is progressing. Shawn has been there throughout each day for inspection purposes. They will be doing the road crossing on 3/13 or 3/16/20.

THE FINLAND SHERIFF SALE money was received from the Elk County Sheriff's Office in the amount of five hundred sixty dollars and twenty-four cents (\$560.24).

INSURANCE - Additional information from Municipal Medical Benefits was received today RE: the Hospitalization, Dental and Vision coverages. A representative has offered to attend a meeting if there is interest in having her do so. This is the coverage the Township currently has. Members thought it adequate to make comparisons between our current coverages and this quote. Pat Minard stated just be sure the coverages are comparable to what we currently have. Scott Surra from St. Mary's Insurance will also be providing a quote.

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REBCO INSPECTION - Cory Nesbit of RebcO called RE: the December email from the County Conservation Office. The County had indicated they wished to schedule a final inspection in the spring. Juli emailed Kate Wehler from the Conservation Office to schedule a final inspection on the project. The operators were designated by the board to attend this. There are two (2) dates to pick from. The 4/8th or 4/9/20 @ 9:30 a.m., on site. Juli will inform members which date is selected.

BILLS WERE APPROVED FOR PAYMENT and paid with Check # 2918 to Check #2948 in the amount of fifty-one thousand six hundred sixty-seven dollars and ninety-two cents (\$51,667.92). It was noted that the bills included a pressure washer purchase with gas and hot water for the cost of three thousand five-hundred ninety-nine dollars and ninety-nine cents. (\$3,599.99). There was conversation about the Buerk's bill cost of two thousand one-hundred fifteen-dollars (\$2,115.00). This was due to the grease build up in the lift station across from the Township Building. It may be attributed to the First Chance Restaurant and Fox Twp. Manor. Shawn stopped to talk to the owner, but he wasn't available. If the problem persists letters will be written. A motion to pay the bills was made by Russ Braun, seconded by John (Pat) Minard, motion carried.

MONTHLY OVERTIME HOURS were reviewed.

SOLICITOR DEVITTORIO'S FEBRUARY FEE STATEMENT shows a credit balance of two-thousand sixty-dollars and fifty-cents (-\$2,060.50). (0.1 hr. or sixteen dollars and fifty cents (\$16.50) was attributed to the Bauer Project).

ACCOUNT #6211 M. HABERBERGER located @ 107 Maple Street required no lien action as was previously moved to do so. We received the payment in full in the amount of five hundred ninety-six dollars and seventy-six cents (\$596.76). The new tenant paid the bill in lieu of rent.

THE BILLS-IN-ARREARS REPORT FOR 2/9/20 was discussed. Three (3) properties were posted. All three (3) accounts paid the past due owed in full.

DELINQUENCY LETTERS – Twenty (20) delinquency letters were written to customers for the 3/10/20 cycle. One (1) remains unpaid and two (2) partial payments were made on past due amounts. Account #2547 for Smith and #9174 for Reider (rental) will be posted for shut off.

ACCOUNT #2290 FOR J. MINNICK @ 318 Main Street was turned over to St. Mary's Water for shut off. A two hundred-dollar (\$200) payment was received toward his delinquency. The balance he currently owes is one hundred thirty-five dollars and thirty-eight cents (\$135.38). If it remains unpaid action will follow.

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THE CURRENT BILLS-IN-ARREARS REPORT as of 3/10/20 is incomplete. We could still receive payments postmarked by the due date. Any amounts exceeding the three (3) month limit will receive the standard delinquency letter.

PA RURAL WATER ASSOCIATION ANNUAL CONFERENCE - will be held March 24 -27, 2020. The early bird registration is due today. Shawn will be attending. Rudy Pollino moved that any members be able to attend if they so wish, seconded by John (Pat) Minard, motion carried.

A reminder **ANNUAL ETHICS FORMS** need completed and returned.

THE NEXT MEETING DATE: is set for *Wednesday, March 11, 2020 @ 6:00 p.m.*

ADJOURNMENT – As there was no further business to be discussed, the meeting adjourned at 6:21 p.m., as moved by Russ Braun, seconded by Michael Kamandulis, motion carried.