

FOX TOWNSHIP SEWER AUTHORITY MEETING MINUTES  
FEBRUARY 8, 2017 @ 6:00 P.M.

Members Present: Cheryl Ruffner, Carole Harshbarger, Russ Braun, Ken Huey and Mike Kamandulis.

Others Present: Jason Fralick, HRG Engineering and Juli A. H. Schlimm, Authority Clerk.

Visitors Present: Rick Delullo and Harry Carr for the Delullo Carwash Project., Joe Weinkauf, here regarding Micale's Centerville "as build" plans for Oak Street.

Mr. Weinkauf was recognized first finalizing a set of "as builds" plans for Tony Micale's Oak Street in Centerville. Jason informed Mr. Weinkauf they would like to have included the manholes and main lines shown. Lateral locations are also to be included stationed from each manhole. Jason said they would also like the individual lots showing with the lateral as well. Cheryl asked Mr. Weinkauf his timeline for this work? He indicated a few weeks.

Rick Delullo was attending with Harry Carr of CDMS Engineering Consultants regarding his carwash project. Cheryl told members she went out to the site of 1078 Million Dollar Hwy. today and took pictures. She shared these pictures with everyone present. Two (2) six inch (6") inspection ports were shown on the property border with the closest manhole being the end of the sewer line. Cheryl in sharing this explained where the former McPherson and Dill properties were tied in. Harry explained they will be building on the McPherson lot. Harry asked if FTSA would rather they abandon the existing four inch (4") lateral from the original McPherson installation? Jason said yes it would be better to do so. Harry says they want to get rid of the inspection ports. Rick also plans on demoing the Dill house and is unsure of future development plans for this lot. Jason suggested the Authority would prefer the main line be extended to the end of the McPherson lot and stub it off for future development of the Dill lot. Cheryl commented there are three (3) additional residents on the other side of Dill's that are not connected to the public line. Russ said they were not made to connect as it would have required them to do so with grinder pumps. Harry mentioned the existing manhole is on Rick's property and not within the PAdot right-of-way. Jason said pre-project FTSA would have gotten right-of-ways from previous property owners as depicted on the print Schneider and Hoffman's. Easements will be checked. This construction was done at the end of the Million Dollar Highway project as an extension. Harry asked what size of pipe they should use? Jason said it is eight inch (8"). Harry commented it is shown that the tap is twelve foot (12") deep. Jason asked if we know where the laterals tie in? It doesn't show on the lateral installation. There are footages noted on the lateral schematics. Jason said we want to make certain it be cut, capped and buried to prevent infiltration. Harry said it can be cut and capped at the side of the manhole. It can be capped and concreted so no ground water can get in. Jason suggested the operators meet with Harry on site to verify how it runs. Jason said the laterals were six inch (6") then the homeowner could run a four inch (4") into the house. Russ questioned grit collection for the project. Harry said they are planning a sedimentation pond

Dellulo Project Continued:

and tank. In addition, a gas and oil tank. Juli told them the operators have agreed to meet with them on site to evaluate things. Harry said the end manhole will require adjusting by approximately a foot in height. He will need a different riser from a three foot (3') to a two foot (2'). Harry said hopefully it isn't all brick. Jason said it should be precast.

The 1/11/17 Meeting Minutes were approved as written and were previously distributed, as moved by Russ Braun, seconded by Mike Kamandulis, motion carried.

Jason said he was looking for feedback on the draft copies of the GIS project delivered last month. They were concerned with if there was anything that was missed. Jason said if Tony Micale finishes the as builds for Centerville it could be included. Juli said she spoke with the operators on making sure some of the developments outside of project areas are included. This would be areas such as Centerville (Hickory is ours and has been taken over), Badeau's Hilltop Drive, Hyatt Court, Higgins Development, the Industrial Park. Juli will discuss this further with the operators. In viewing the draft it was determined Higgins is included the others are not. Other extensions to be added are Jeff Lavella and Bill Allshouse. There was a Sheeley Rd. extension but it was private. Juli said she would get the additional copies to HRG. Cheryl asked if the Red Fern should be included? Juli and Jason said that was done privately. Cheryl commented the line in behind Main Street going up to Hayes Road is not shown on the draft either. Juli said that was a Busy Bee extension. On Krise Road there was the Victor Skrzypek extension and the Craig Greene line. Cheryl asked if there is anything on Windy Lane. Juli said yes there are two (2) connections. Jason asked if the Authority liked the clean copy? Cheryl and Juli agreed it was easier to read. Additional information will be gathered for HRG.

Jason will be compiling information for the Chapter 94 Report. Jason thanked Juli for sending information needed to do so. Jason asked if there were any maintenance type projects done within the year? Cheryl said the clarifier cover was done last year.

Cheryl told members that Tony Micale sold one (1) of the three (3) lots that the Authority's freeze on taps pertains to within Centerville. This is what has prompted Tony to come in about the "as build" plans. Cheryl said Tony is worried because the Township will issue a building permit. Carole and others asked how would the building permit be issued when the Authority placed a freeze on the last three lots as leverage to obtain the "as build" plans? Cheryl said the legality of it was being questioned by Rob and the Supervisors. Juli said our solicitor may have an opinion on it. Juli added, if Mr. Weinkauff follows through and the plans are acceptable after Jason's review then it will be non-issue. Juli told members if the new purchaser comes in to make application before the plans are approved there may be a delay in issuing a sewer permit.

There was additional conversation with Tony about the Wehler's who are adjoining property owners being anxious to develop. Tony is unhappy that the Wehler's will benefit by using the

Centerville Continued:

lines and roads he paid for. Carole said these issues are between the developers. The road has now been turned over to the Township and is no longer private. Cheryl asked when developing property are there restrictions such as not being able to use a lot for accessing other properties? Russ commented only if it is within the deed. Wehler's initially bought a lot from Micale's to access future lots of theirs. Jason said he didn't have to sell that lot to them. Members agreed. Tony had planned on contacting his lawyer on this matter.

Cheryl asked Tony when he called her if he told the purchaser of the lot about the freeze on the tap situation? He said he did not. This has prompted him to work on the "as builds" this is working to our advantage to finalize things.

Analytical test results were discussed with concern expressed about comments on the chain of custody forms. Juli said she had spoken to the operators and supposedly this has been addressed and corrected. There have been changes in the service as some of the results have been received by mail and some later by fax. Information has been received recently about a lab in Curwensville. Cheryl said they do Toby Water's testing and come through to pick up samples. Cheryl said some of the errors were that the paperwork wasn't completed properly. Some of the samples are taken for the Discharge Monitoring Report and others are just for operations per Jason. This will be discussed with the operators.

The BILLS were approved for payment and paid with Check #1653 through Check #1680 in the amount of \$40,998.79 as moved by Russ Braun, seconded by Carole Harshbarger, motion carried.

Cheryl mentioned one of the Authority's Certificates of Deposits had come due recently with Pentagon Federal. It is currently in a share account. She can secure from Andrews Federal Credit Union an A+ credit union that is insured and secured a three percent (3%) CD with easy membership. Cheryl would like to invest \$100,000 for a seven (7) year term. Early withdraw penalty is one hundred eighty days (180) or \$1,500 if there was a higher percentage available later. The three percent (3%) is more than we are currently earning on our other investments at Pentagon Federal.

Per Cheryl the Township Supervisors need to decide what they are doing with a plant upgrade for Toby Water. They have asked Cheryl for a Profit and Loss report for the Authority for 2016. This is because of our \$75,000 annual loan. Cheryl said funds might go away this year. Loan forgiveness was also discussed. Juli said there is an actual legal agreement that exists for over a twenty (20) year period. Cheryl said she's aware of it but isn't sure what they plan to do. Andrews is FDIC and NICU approved per Cheryl. Russ Braun moved to accept Cheryl Ruffner's recommendation to invest the \$100,000 with Andrews Federal Credit Union, Ken Huey seconded the motion to do so, which carried. Cheryl added, they must have collateral when investing with a municipality. Cheryl said this is based on them accepting the Authority. Carole

Andrews Federal Credit Union continued:  
asked Cheryl for an email update on this.

Employee overtime for the month was presented.

The January 2016 fee statement from the solicitor shows a credit balance of \$-1,985.00.

The Bills In Arrears Report was presented. Of the 12/24/16 billing cycle one account remains unpaid. As of the 1/24/17 billing cycle there were 13 delinquent letters sent out with \$1,759.65 collected to date. Four accounts remain unpaid and one partial payment was made. The due date is today. Cheryl said we have a 99% collection rate which is amazing.

An update was given on the Bennett garage account #2417. The current amount owed to us \$259.38. Cheryl told members Greg Bauer called her last week about this property he is planning on purchasing it as he owns adjoining property. Mr. Bauer asked Cheryl if he doesn't want the public sewer service in the garage can it be cut off? Cheryl told him it would have to be cut, capped off and inspected to discontinue it. Aaron Kronenwetter called Cheryl early Monday morning. He had dug up the connection to the garage over the weekend and didn't think the sewage was going into our system. Cheryl, Rob and our operators dye tested it and confirmed it does go into our system. Mr. Bauer asked if he has water service in the garage does he have to pay for sewer service? Cheryl told him we have one other customer within the system that has a hose bib in their garage that has no public sewage connected. The board allowed Dick Cooney to have the hose bib without being connected. Mr. Bauer agreed the sewer line would be cut and capped. He might want to rent out the stalls for storage but still have a need for water. Juli said the Bennett garage currently has a bathroom but the water is shut off through St. Mary's Water. Juli said it should go back to the way the ordinance is written. She thought it may have stated if you have public water service to the building you must connect to the public sewer system. Carole suggested that we check the ordinance. Russ asked if Dick Cooney's hose bib was on an exterior outside wall? Cheryl said she thinks it was inside. This can be checked. Mike Kamandulis asked if what the Authority did for Dick Cooney is in writing? Members said it would be documented within meeting minutes. Russ and Cheryl thought this would be okay to allow Mr. Bauer to do so. Cheryl told Mr. Bauer if he decides later to have it reinstalled he would have to run a separate lateral out to Rt. #948. The tap is paid for if he chooses to do so in the future. Cheryl said Mr. Bauer was also informed that a lien is to be filed against the property for the sewer delinquency so the Bennett sisters must pay this prior to sale. Cheryl asked if the bathroom fixtures must be removed? This was undetermined. Carole again suggested to check the ordinance.

Account #2970 John Reed, Jr. of 165 Dagus Mines Road has reached the lien action six (6) month delinquency limit. He currently is delinquent in the amount of \$507.75. St. Mary's Water was notified to take shut off action but when responding they were unable to do so as there was a problem with the curb box. They informed us that they will repair the curb box in the spring. The lien will be filed per policy.

FOX TOWNSHIP SEWER AUTHORITY MEETING MINUTES 2/8/17 – PAGE 5

A lien was filed for account #2524 for the Larry Swanson Estate property at 407 Main Street on for the amount of \$309.98. The water remains on to the property.

A note was received from customer Elizabeth Bradshaw from Homestead Road concerning the annual rate increase. She is a one person household so she was commenting on the expense of public service.

Ethics forms have been supplied to members for the members to complete and return to Juli.

The 2016 Audit is scheduled to begin and will be happening in the near future at our office.

THE NEXT MEETING DATE is: **Wednesday, March 8, 2017 @ 6:00 p.m.** As there was no other business to be discussed the meeting adjourned at 7:10 p.m.