

# FOX TOWNSHIP SEWER AUTHORITY MEETING MINUTES

September 11, 2019

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

**OTHERS PRESENT:** Tom Holleran, Wastewater Project Manager of HRG Engineering. Chad Shields, Wastewater Treatment Plant Operator and Juli A. H. Schimm, Authority Clerk.

**VISITORS:** There were no visitors attending.

The Meeting was called to order by Chairman Jerry Zimmerman, Jr., followed by the Pledge to the Flag. There was a moment of silence for the remembrance of 9/11/2001.

The **MINUTES** of August 14, 2019 were approved as written and were previously distributed as moved by John (Pat) Minard, seconded by Rudy Pollino, motion carried.

**ANALYTICAL TEST RESULTS** were presented for the month accompanied by the **JULY Discharge Monitoring Report** (DMR). There was no sludge hauled for August. Juli didn't receive a report from the landfill.

A letter dated 9/9/19 was written to **Advanced Disposal** regarding their annual requirement to resample, retest and recertify our sludge. The test results were received from ASI on 9/6/19.

Tom Holleran of HRG Engineering presented his **ENGINEER'S REPORT** for this evening. Tom shared with members that they have been researching some mixers for the **RAS** pump station at the plant. The one they located wouldn't fit in size. Chad is to get more information on the solids contents of the sludge. HRG will then make a recommendation.

There was further discussion on **Drager Operations & Maintenance Manual**. This was needed to assist in the calibration of the equipment. This needs to be done before winter. Chad asked Rudy who the landfill utilizes. Rudy will ask Jamie Yeager. Drager is very expensive to have them do the work. Chad said we can't do the work ourselves because we haven't been able to locate the manual. The manual we have states refer to a certain section. The part it refers to we do not have. Rudy asked what type of gases is it for? Chad said LEL's, hydrogen sulfide and oxygen. Per Chad this is for the built in one in the Headworks Building. Members asked about googling it. Drager wanted two thousand dollars (\$2,000) to calibrate it. Members said do whatever is needed to get it up and running.

On-going changes have been made and added to the **GIS**. Tom delivered the most recent update. The operators will review the latest maps and if there are no further items to be added the background will then be added.

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The **SLUDGE RETURN PUMP** invoice is included on the Bills to be paid tonight. This is a replacement per Chad plus they had to make a fixture to adapt to our discharge. The cost is six thousand twenty four dollars and fifty six cents (\$6,024.56).

The **AIR RELEASE VALVE** was discussed again. The landfill methane group will be scheduling this work within two (2) weeks. The type of saddle needed was discussed. Members suggested contacting Catalone Pipe. Chad said he needs to determine if it is 6RD21 or Schedule 40. Chad said they have a spare piece of the 6RD21. Rudy said we should only need the saddle. This will be investigated further.

The **SHAWN SHEELEY, JR. PROJECT** – Our solicitor cannot proceed with the Developer's Agreement until the sewer plan and land deed have been recorded by their attorney. This has not been done yet. This will be done after their invoice is paid. The delay is on their part.

The **BURT AND MARY FINLAND** account known as #6280 property located at 109 Robin Road, Kersey will have a lien filed against them. They currently owe two hundred ninety seven dollars and fifty five cents (\$297.55). The information has been provided to Solicitor Devittorio.

The connection for the **CLINT (JOHN) TUCKER GARAGE** at 125 Swede Street was discussed again. A grinder pump will be needed. The E-1 specifications have been provided to him. A letter dated 8/15/19 was written to him outlining the requirements. Chad asked if the board had given the okay to tie the grinder pump directly into the existing lateral or into the manhole? Juli said per the minutes of the last meeting it was the lateral. Members agreed it's the lateral. Tom Holleran added, with the appropriate fittings.

The **ED ANDERSON PROJECT** status was discussed. Per Chad they were core drilling the manhole recently. They have the E-1 pump it just hasn't been connected yet.

**BILLS APPROVED FOR PAYMENT** and paid with Check #2714 to #2743 in the amount of fifty three thousand nineteen dollars and seventy four cents (\$53,019.74), as moved by John (Pat) Minard, seconded by Russ Braun, motion carried.

**MONTHLY OVERTIME** was presented for review.

**SOLICITOR DEVITTORIO'S AUGUST FEE STATEMENT** shows a credit balance in the amount of nine hundred seventy five dollars and four cents (-\$975.04). Shawn Sheeley Project hours to be invoiced are one point three (1.3) hours for work on the Developer's Agreement or two hundred fourteen dollars and fifty cents (\$214.50).

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**FIFTY (50) YEAR RENEWAL REQUIREMENT** – In December of 2017 we had received correspondence from the solicitor about this renewal requirement. The auditors had mentioned this again during our 2018 audit recently. After the solicitor did further research it was determined that an amendment was done to this in 1981 in connection with a loan requirement. The Authority will not have to do this renewal again until 3/2/2031. We received a lengthy memo from Jim that is included in members meeting packets. The auditors were also copied with the same information so that this can be noted by them.

**DELINQUENT ACCOUNTS:** Known as 2190, 2191, 2192 owners are J. Meiser and M. Herbstritt and 3405 owner is C. Lion have been posted and turned over to St. Mary's Water Authority for water shut off action. The accounts have been posted for the past due amounts owed. The past due amount is posted for and enforced. Meiser's past due for the apartments (3) is seven hundred twenty four dollars and seventy eight cents (\$724.78). Lion was posted for the past due of three hundred eighteen dollars and twenty nine cents (\$318.29).

**THE BILLS-IN-ARREARS REPORT** with the due date of 8/8/19 had twenty five (25) delinquent accounts that letters were written to asking for payment or further action would be taken. Two (2) accounts remain unpaid to date and will be posted for shut off action. Two (2) partial payments were received.

**BILLS-IN-ARREARS REPORT** with the due date of 9/8/19 was also presented. Letters will be written for those at a point of three (3) months delinquent.

**ACCOUNT #2609** – A letter was written to property owner J. Schatz regarding the balance owed on her delinquency. A payment of one hundred eighty two dollars and forty five cents (\$182.45) was received. The balance due is one hundred forty six dollars and ninety four cents (\$146.94).

**THE NEXT MEETING DATE IS: WEDNESDAY, OCTOBER 9, 2019 @ 6:00 P.M.**

**ADJOURNMENT** – As there was no other business to be discussed the meeting adjourned @ 6:26 p.m., as moved by Carole Harshbarger, seconded by Russ Braun, motion carried.