

## FOX TOWNSHIP SEWER AUTHORITY MEETING MINUTES – 8/10/16

MEMBERS PRESENT: Cheryl Ruffner, Carole Harshbarger, Russ Braun, Ken Huey, Mike Kamandulis, Jerry Zimmerman, Jr.

OTHERS PRESENT: Jason Fralick, HRG Engineering and Juli A. H. Schlimm, Authority Clerk.

VISITORS: Cory Nesbitt, REBCO'S Plant Manager and Dave Mattiuz, Township Supervisor.

Cory shared with members that the line has been totally installed. They are waiting for two air release valves. They will be installed and be ready for pressure testing. They have made application and paid their tap on fees. Jason questioned if the inspector or installer is keeping an as built drawing? Cory said yes they are. Cory indicated this is a requirement within the developer's agreement. Cory said he will provide these to their engineer who will then provide "as built" prints to the Authority. Cory said we may also have the work drawings. The installation of the line went well.

Juli shared that McDermott's have also paid their tap on fee a week ago.

Cory asked Jason specifics about the hydrostatic testing of the line. It was discussed that 150% of the operating pressure is required. Cory said the pump curve is 80 P.S.I. Cory asked if this would be the same? Jason said that may be the top of the design not the design actual intermittent. Cory was unsure what pressure to test at. Jason said if 80 you would test at 120. He feels this would be satisfactory.

The Meeting Minutes of 7/13/16 were approved as written and were previously distributed as moved by Jerry Zimmerman, Jr., seconded by Mike Kamandulis, motion carried.

Delullo's proposed Car Wash flows were reviewed by Jason as provided by Harry Carr, their consultant. They Authority may convey they have adequate capacity to accommodate this development.

Jason sent Chad Yurisc of d & h (Deiss & Haimi) Engineering the Chapter 94 flow data for their use in preparing the Sewage Facilities Planning Module for the Black Earth Development on Krise Road.

The Commonwealth Financing Committee had announced they were funding small water and sewer system projects. They have an October 31<sup>st</sup> deadline. Jason has asked his financing group in Harrisburg to follow this more closely. You must have your permits and planning approval in hand by 10/31/16 to be eligible to submit these funding applications. Jason said this is too quick in being able to prepare a submittal. Jason recommended some capital planning be done within our 2017 Budget for improvements to the Fairview Rd. & Rt. #948 lift station since nearing capacity. Costs were discussed. Jason said it could be in the range of \$100,000 to \$150,000 depending on if you're doing mechanical equipment replacement or if

Pump Station Evaluation Continued:

It's an additional wet well capacity modification. Perhaps pump replacement would cost less. Jason explained you must look at the up and downstream affects. Cheryl asked if through the years all of our pumps have increased proportionately within the system? Cheryl asked if infiltration in this general area impacts the lift station? Jason explained this is a newer monitoring requirement. Within the last five (5) years DEP has been looking at our pump stations within our system. Jason further explained we aren't measuring flow within the system other than at the treatment plant. An average is taken of the flow per EDU at the plant and project it within the system. This is based upon how the EDU's are situated. Jason explained after the Million Dollar Highway project it added more flow from that area. Russ said he thinks that I & I may be the problem. There may not be anything wrong with that pump station. Russ asked if we would be further ahead to spend the money to fix the infiltration issues verses the pump station? Cheryl asked if we could meter the flows at the lift station to gather more information. Jason said we can. Jason said we did a plant upgrade ten years ago and did the highway extension. FTSA hasn't done much to the core of the original system area. Cheryl, Russ and other members indicated they would like to meter the flows at the Fairview Rd./Rt. #948 (Pontzer) lift station. This would give a better information to determine where our problems are. After monitoring flows the Authority would be better able to assess and know if an upgrade to that pump station should be done. Jerry thought we had metered manholes in that area some time ago. Jerry thought it was done because of problems with GKN after the Million Dollar Highway project in 2005. Jerry also mentioned PA Rural Water loaned us the equipment before. Cheryl asked what is the process to install the meters? Jason said there are different companies that do this type of work. Jason will gather information on this for our next meeting. Jason said you can do offline visual inspections over night when most people are asleep and not using water. Inflow includes down spouts and sub pumps that may be tied in. The infiltration is bad pipes, cracked manholes. Jason suggested setting up the metering program up and get rainfall data over the same period of time.

The Delullo Car wash project planning module waiver was submitted with our capacity letter to the state.

The Doug Cheatle Project was sent a 7/15/16 letter with a State Planning module waiver and an example of a sewer line extension. Also included was a sewer print of Arbutus Lane. Cheryl said the Township approved the subdivision.

The status of the Bennett garage tap invoice was discussed. All three (3) sisters have now paid their portion of the invoice. Mary Bennett Jin had indicated she would pay the outstanding bill for the service fees at the garage location and then turn the water off again.

A letter had been received from Direct Energy on 7/19/16. The letter indicated the correspondence we had previously received from them last month was incorrect. This was

Direct Energy Continued:

concerning a rate increase as a result of a regulatory capacity performance charge. This can be disregarded as it is remaining the same as it has been.

Cheryl told members she has asked Kathy Dowie to do the Act #13 submittal to the county again. This would be for the GIS mapping project.

The June 2016 Discharge Monitoring Report was presented along with the monthly testing results from Analytical Testing Services.

The 2016 Available Operator Report done annually has been submitted as required to the state.

The Victor Skrzypek line extension on Krise Road in November 1989 was discussed. Cheryl showed members where Mr. Skrzypek ran the extension. Pollino did the work. The board per meeting minutes agreed at that time to reimburse the Skrzypek's for the cost of a manhole in the amount of \$1,100. The balance of the cost to run the line was paid for by Skrzypek's in the amount of \$2,178.00. Minutes from that time indicate the board would consider future reimbursement if anyone else tapped to the line. It was worded that it might be a future consideration. There was nothing definite decided. There wasn't an actual agreement of any type. Nothing had been determined. There was no actual commitment. Now twenty seven (27) years later with the REBCO line being installed they had made mention of a reimbursement to our operators. Juli told our operators that the Skrzypek's would have to attend our meeting for discussion on this matter. Other line extensions within our system such as Bill Allshouse and Jeff Lavella were paid for completely including manholes by the property owners. Skrzypek's are the only ones that had ever received any portion of financial assistance in FTSA purchasing the manhole.

Cheryl said in discussing the Skrzypek inquiry it brings to mind that the Authority had previously discussed that REBCO would receive a reimbursement from future connections on Krise Road such as the Black Earth's taps. Cheryl said she remembers discussing this earlier but doesn't know exactly what had been agreed upon. She asked if Jason provides these figures? Jason said he recalls conversation but is unsure if it was acted upon. Jason said he had met with a person in their financial services department on this. He does not have those figures with him tonight but can get that information to us. Jason said he thinks it is presented in the agreement without any specifics. We know what their cost is based upon the surety they provided to FTSA. Members felt this should be addressed so a policy is put into place and we are prepared when presented with this scenario. McDermott's have already paid to make connection. The Black Earth lots are anticipated to be sold in the near future. Scott Surra is planning on next year. Members said a time frame will also be named for any reimbursement to be considered. Larry Anders of Kersey Car Care has decided not to connect per Jerry talking to Chad. The boring cost under the road was the determining factor in deciding not to.

Charles Poirier at 224 Dagus Mines Road was contacted by a letter written on 7/19/16. Mr. Poirier has been back billed for failing to reactivate what had formerly been his mother's account. St. Mary's Water also failed to inform us when the account was reactivated under his ownership. Juli in doing the semi-annual review of water records on the business accounts caught this. Poirier's had usage in the past three (3) quarters. They were back billed for that time period by invoice for the past due amount. They were also reactivated in the computer billing system for the current amount due. It has been almost a month and we haven't heard anything from them. Cheryl suggested FTSA issue a shut off notice at the thirty (30) day mark until this is paid. Members were in agreement with this action.

An email was received from Integrity Energy on 8/2/16 as our current energy broker. They are reminding us our energy contract expires with them in December of 2017. They're encouraging us to renewal ours with them. Cheryl said our rate is .06 cent per kilowatt.

BILLS were approved for payment and paid with Check # 1450 to Check # 1479 in the amount of thirty nine thousand four hundred sixty dollars and seventy cents (\$39,460.70), as moved by Russ Braun, seconded by Jerry Zimmerman, Jr., motion carried. A one hundred thousand dollar (\$100,000) transfer will be made from our checking to our savings account tomorrow at CNB Bank. This will enable us to earn interest on it.

An email was received from Univar notifying us that there will be a price increase as of 8/1/16.

Employee overtime hours were presented.

The solicitor's July fee statement was received on 8/1/16. A credit of nine hundred eighty five dollars (-\$985.00) remains on the retainer.

The Bills-In-Arrears Report was presented. Arrears for the last billing cycle were collected in the amount of one thousand one hundred twenty nine dollars and seventy two cents (\$1,129.72) from eleven (11) accounts. Three (3) of the eleven (11) were unpaid. One partial payment was made. These four (4) properties will be posted for shut off action.

PA Municipal Authority Association's Annual Dinner is scheduled for 9/15/16. We were notified even thou our membership was not renewed this year.

A 7/19/16 email was received from Smart Procure. Cheryl said they're a company that does procurements for municipalities. There was no interest.

Numerous seminar notices were received this month with the information copied to the operators.

Jason commented that things appear to be in line on the June Discharge Monitoring Report.

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Russ asked the status of the Barbara Dill account. Juli said per former action we've continued to bill without water service because she occupies the house. At a six (6) month point we then file a lien for the past due amount. This has been done twice since water shut off action was taken.

THE NEXT MEETING DATE is scheduled for **Wednesday, September 14, 2016 @ 6:00 p.m.**

As there was no other business to be conducted, the meeting adjourned @ 6:32 p.m., as moved by Jerry Zimmerman, Jr., seconded by Russ Braun, motion carried.