

FOX TOWNSHIP SEWER AUTHORITY MEETING MINUTES – 06/14/23

MEMBERS PRESENT: Russ Braun, Jim Chorney, Ken Huey, Rudy Pollino and Jerry Zimmerman.

OTHERS PRESENT: Garrett Stoy and Dylan Cowell of HRG Engineering, Shawn Zimmerman, Plant Operator and Juli A. H. Schlimm, Authority Clerk. There were no visitors.

The meeting was **Called to Order** at 6:00 p.m., by Chairman Jerry Zimmerman, followed by the Pledge to the Flag.

Garrett introduced his colleague **Dylan Cowell**, who will now be our contact. Dylan has about six (6) years of experience with the wastewater field.

MINUTES of 5/10/23 were approved as written and previously distributed, as moved by Rudy Pollino and seconded by Russ Braun, motion carried.

HRG'S ENGINEERING REPORT was provided by Victoria Scalamogna and presented by Garrett Stoy.

AUTUMN CT. SUBDIVISION – There was nothing further from HRG as their review and revisions were already discussed. A final set of plans was received from Ryan Vollmer, the developer, the day after our May meeting.

CFA SMALL WATER & SEWER GRANT APPLICATION – HRG contacted DCED as to the status of the grant application's initial review completed with no updates. HRG requested an update to the budget to reflect all engineering costs to be incurred, by the Authority. This redistributed the budget, keeping the grant and match amounts the same. It is anticipated that DCED will make decisions on grant awards at their July 23 meeting. It was mentioned it may be helpful to contact Mike Armanini, our State Representative again.

THE PONTZER PUMP STATION PLANNING AND PERMITTING has been completed by HRG. Planning was reviewed by the Fox Township Planning Commission as well as the Elk County Planning Department. A resolution was signed by the Fox Township Board of Supervisors. The Water Quality Management Permit and Component 3 planning module is complete for the DEP submission and was executed by the Authority as moved by Russ Braun, seconded by Rudy Pollino, motion carried. This is to increase the size of the pumps. Information and data received from the operators allowed HRG to calculate the necessary pump run times and flow information for the proposed upgrades to the Pontzer Pump Station. A January or February bid date is anticipated.

DEP'S APRIL 23 DISCHARGE MONITORING REPORT was presented for review. There was fifty-three point zero five (53.05) tons of sludge hauled during April.

LANDFILL REQUIREMENT TO RESAMPLE/RETEST/RECERTIFY our sludge wastestream letter was received dated 6/1/23. The testing will be scheduled as was budgeted and planned for. A response is due to Noble Environmental by 9/1/23.

BILLS TO BE PAID WERE APPROVED FOR PAYMENT WITH CHECK NUMBER 4301 TO 4342 for the month of June in the amount of **\$74,313.44** (Seventy- Four thousand three hundred thirteen dollars and forty-four cents) of which ninety- four dollars and fifty cents (\$94.50) is reimbursable, as moved by Rudy Pollino seconded by Jim Chorney, motion carried. Shawn told members they bought their own air compressor now.

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GREASE TRAP RESPONSES remain the same except for receiving information on the Fox Elementary School installation. Juli is to write follow up letters to the others (the American Legion Post #511, Jireh Lanes, Last Chance Inn and M. J.'s Market) again, prior to turning them over to our solicitor for action for non-compliance. This will be stated in the reminder letters. None of these are causing issues like we experienced before at our Township Lift Station. They all prepare fried foods, so there is still a need for enforcement. Responses must be received by our August 9, 2023 meeting.

PARIS UNIFORMS was contacted again concerning tee-shirt information for the operators. Mr. Baer had said he would drop off the information, it still hasn't been received. Juli will call again.

X-TREME WEAR – shirts as previously discussed were ordered for the board.

FARMERS BANK INVESTMENT in the amount of one hundred twenty-one thousand and forty-three dollars and seventy-five cents (\$121,043.75) matured yesterday. There was discussion on reinvesting the funds and the time associated with it due to the Pontzer pump station project. The board was provided with account balance information. After seeking rate information from several local banks, PLGIT was also suggested by Supervisor Dave Mattiuz. PLGIT has higher rates than the other banks do currently. Years ago, the Authority had investments with PLGIT. A rate chart listing three (3) local banks, information on it as prepared by Juli and a separate rate listing from PLGIT was provided to the board. There was additional discussion on the Authority's responsibility for project funds being eighty-five thousand dollars (\$85,000). Juli said we have money invested with Pen Fed until next year. Our regular savings account @ CNB is earning 2.25% now. Ken Huey moved to invest one hundred twenty-one thousand dollars (\$121,000) for one (1) year and one hundred thousand dollars (\$100,000) for a six (6) month term with PLGIT, as was seconded by Jim Chorney, motion carried.

ANNUAL TOWNSHIP DINNER for Township board volunteers and employees is scheduled to be held on **SATURDAY, SEPTEMBER 30, 2023** @ the Fox Township Fire Department. Mark your calendars! This date is different from the original save the date notices.

OVERTIME HOURS were presented for the past month. Employee payroll time sheets were also provided to Authority members.

THE BILLS IN ARREARS REPORT was presented falling due on 6/8/23. Twenty-two (22) routine delinquent letters were sent to customers on 5/19/23.

One customer having six (6) accounts including two (2) businesses was sent the standard delinquency letters but will be contacted as the total owed to the Authority is two thousand seven hundred twenty-eight dollars and ninety-one cents (\$2,728.91). The Authority suggested having the solicitor contact him.

Two (2) accounts have been posted on 5/22/23 their water will be turned off for non-payment.

There will be no Sewer Authority meeting in JULY. This is a trend set annually.

THE NEXT MEETING DATE IS SCHEDULED FOR: WEDNESDAY, AUGUST 9, 2023 @ 5:30 p.m. A tour will be given at the Wastewater Treatment Plant followed by our 6:00 p.m. meeting at the Fox Municipal Building.

ADJOURNMENT – The meeting adjourned, @ 6:32 p.m., as there was no other business to be discussed.