

FOX TOWNSHIP SEWER AUTHORITY MEETING MINUTES – 10/9/24 – PAGE 1

MEMBERS PRESENT: Russ Braun, Perry Casper, Jim Chorney, Ken Huey, John (Pat) Minard and Jerry Zimmerman. **OTHERS PRESENT:** Dylan Cowell, HRG Engineering, Shawn Zimmerman, Shane Buzard Plant Operators and Juli A. H. Schlimm, Authority Clerk.

VISITORS: There were no visitors in attendance.

PRELIMINARY 2025 BUDGET numbers were reviewed and discussed.

CALLED TO ORDER by Chairman Jerry Zimmerman, followed by the Pledge to the Flag.

AN EXECUTIVE SESSION was called by Chairman Jerry Zimmerman to discuss **2025 WAGES** at a 3.5% increase for next year.

MINUTES: The 9/11/24 minutes were approved as written and previously emailed to members, as moved by John (Pat) Minard and seconded by Russ Braun, motion carried.

HRG'S ENGINEERING REPORT was presented by Dylan Cowell, Wastewater Staff Professional II, of HRG Engineering.

2023 Chapter 94 Report was submitted to the state on 3/18/24. No response to date.

2023 LSA Grant Application for the Township Pump Station was discussed. A decision is expected to be made now in November on the grant application.

2024 LSA Grant Applications – Dylan asked the board if they want to submit a new LSA Grant Application for this? The deadline is November 30, 2024. HRG can prepare the submission for a reduced fee of eighteen hundred (\$1,800) due to the similarity to the previous Twp. Pump Station Project submittal. It was previously, three thousand three hundred dollars (\$3,300). Russ Braun motioned to go forward with this, seconded by John (Pat) Minard, motion carried

The Pontzer Pump Station was discussed. The project timeline remains the same. HRG is working with the Authority's solicitor on sole sourcing the premanufactured pump station to match the others in the system which are "Smith and Loveless" as our other stations and parts are all this manufacturer. HRG is writing a letter to the grant agency explaining this request. The bidding documents will be created for the November 13, 2024 meeting.

Nothing has changed with the NPDES permit renewal application that was submitted to the state on 12/29/23. A confirmation was received but nothing further.

DISCHARGE MONITORING REPORT - The August 2024 DMR was presented for review. There was no sludge hauled for August or September 2024.

FOX TOWNSHIP SEWER AUTHORITY MEETING MINUTES – 10/9/24 – PAGE 2

TESTING & BUDGET COSTS -Shawn stated next year it will be an additional one thousand dollars (\$1,000) for required sludge testing. Shawn also elaborated about continuous *Repairs & Maintenance* costs that are constant. The digester motor needs to be sent out for evaluation. It has been rebuilt numerous times with no warranty as the cost was twelve verses twenty thousand dollars each time (\$12,000 vs. \$20,000). There have been different causes and reasons each time from bearings to lightning strikes which were partially covered by insurance. Shawn told members they are going to try Ace Viking on motors instead of P.M. Supply. Elco is involved too. Pontzer's Lift Station had problems four (4) times last week. Dylan of HRG was asked to research motors that may last longer with an aerated system. Shawn said it is the nature of the business with wastewater hazards and equipment.

BILLS TO BE APPROVED FOR PAYMENT AND PAID WITH CHECK #4835 TO CHECK #4861 in the amount of Fifty-six thousand seven hundred twenty-six dollars and sixty cents (\$56,726.60) with sixty-one (\$61) reimbursable for OCTOBER 24 as moved by Russ Braun, seconded by Perry Casper, motion carried.

GREASE TRAPS – Last Chance Inn's was completed and inspected yesterday. The solicitor was informed that it was finalized.

WALMART – We have received a written notification today from Citadel Services on Walmart's behalf for on-going maintenance of their lift station.

OVERTIME HOURS were presented for the past month.

THE BILLS-IN-ARREARS REPORT was presented. Five (5) water shut-off postings were done on 9/16/24. Accounts#2190, 2191 and 2192 were shut off on 9/30/24. He paid in full in the amount of six hundred sixty-seven dollars (\$667) on 10/1/24.

Twenty-five (25) delinquency letters were written to customers on 9/17/24. These were for the September billing cycle. One (1) account remains unpaid and one (1) partial payment that will be posted for shut-off action.

NEXT MEETING DATE: Wednesday, November 13, 2024, at 5:00 p.m. The 2025 Budget will be discussed with the monthly meeting to immediately follow.

ADJOURNMENT – As there was no additional business to be discussed, the meeting adjourned at 6:34 p.m.