

FOX TOWNSHIP SEWER AUTHORITY MEETING MINUTES – 9/11/24 – PAGE 1

MEMBERS PRESENT: Russ Braun, Perry Casper, Ken Huey, Jerry Zimmerman

OTHERS PRESENT: Dylan Cowell, HRG Engineering, Shawn Zimmerman, Plant Operator and Juli A. H. Schlimm, Authority Clerk.

VISITORS: There were no visitors in attendance.

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 the **2025 BUDGET**. Jerry announced instead of making a wish list after raises are given the Budget will be based upon the available funds. Divide those funds up into the line items/categories. This will be reviewed at the 10/9/24 meeting.

MINUTES: The 8/14/24 minutes were approved as written and previously emailed to members, as moved by Russ Braun, seconded by Perry Casper, 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. A decision is expected to be made in September on the grant application.

2024 LSA Grant Applications – Dylan asked the board if they want to submit a new LSA Grant Application for this? After discussion it was decided that it will be determined in October. The deadline is November 30, 2024. Per Dylan some state planning would be involved & the permit. The project requirements are the same as the Township Pump Station grant application.

The Pontzer Pump Station was discussed. The project timeline was provided. There was discussion on the specifications being specific to “Smith and Loveless” as our other stations and parts are all this manufacturer. Dylan asked if he may contact Solicitor Rick Brown concerning this?

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

BILLS TO BE APPROVED FOR PAYMENT AND PAID WITH CHECK #4812 TO CHECK #4834 in the amount of Forty-four thousand two hundred thirty-three dollars and forty-one cents (\$44,233.41) with sixty-one (\$61) reimbursable for **SEPTEMBER 24**, as moved by Russ Braun,

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BILLS TO BE APPROVED CONTINUED:

seconded by Ken Huey, motion carried. The financial information was previously provided to the board by email for their review.

GREASE TRAPS – were again discussed. The two businesses that remain outstanding per our multiple requests are: Jireh Lanes and Last Chance Inn. The board discussed having solicitor Rick Brown get in touch with them and write them a letter if necessary.

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

REBCO/FTSA AGREEMENT was discussed. This agreement was created at the time of the REBCO line installation in 8/2016. Members were copied with this information in their meeting packets. When a person taps onto this line if it is within a ten (10) year period from the date of the dedication to the Authority REBCO would be reimbursed by the Authority for a portion of each tap. The figures were determined to be one thousand fifty-nine dollars (\$1,059) per EDU or one thousand six dollars and five cents (\$1,006.05) per EDU if an administrative fee was withheld. Russ Braun moved to have FTSA reimburse REBCO the one thousand fifty-nine dollars (\$1,059) per the agreement, seconded by Perry Casper. This is for the Allan Weis tap we recently received. Ken Huey abstained, the motion carried.

Shawn mentioned they usually clean the REBCO line routinely every Fall. The tanker is currently being repaired. They will do so when they can.

GECI PROPERTY - Barb Feidler of Elk County Real Estate, LLC recently had questions on developing the Dan Geci property that is for sale along Rt. #255 in Kersey. This property is not served with public sewer as a lift station was removed from the Million Dollar Hwy. Project and the state didn’t want the Authority to run the line within the water shed area.

OVERTIME HOURS were presented for the past month.

HOSPITALIZATION SEMINAR – Juli will be attending the annual Municipal Benefits Services Seminar in DuBois, PA on 9/19/24. This is to discuss rate increases for the upcoming year for the employee hospitalization coverages. The information will be emailed to members as the renewal is due prior to our October meeting.

THE BILLS-IN-ARREARS REPORT was presented. Eight (8) water shut-off postings were done on 8/19/24. Account #2100 was shut off on 8/21/24 and restored on 9/5/24 after paying FTSA and St. Mary’s Water. Eleven (11) delinquency letters were written to customers on 8/19/24. These were for the August billing cycle. Five (5) accounts remain unpaid and will be posted for shut-off action.

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CINTAS – The Township put them on notice of being dissatisfied with their uniforms. The Township’s renewal is the same as ours. It is a five (5) year contract ending on 4/2028.

TOWNSHIP ANNUAL VOLUNTEER DINNER – Will be held at the Fox Firemen’s Club on Saturday, September 28, 2024. Reservations are due to Kathy by 9/13/24.

NEXT MEETING DATE: Wednesday, October 9, 2024 at 5:30 p.m. The 2025 Budget will be discussed with the monthly meeting to follow @ 6:00 p.m.

ADJOURNMENT – As there was no additional business to be discussed, the meeting adjourned.