

POINT TOWNSHIP SEWER AUTHORITY

November 13, 2025

The Point Township Sewer Authority held its regular scheduled meeting at the Point Township Municipal Building on Thursday, November 13, 2025, at 7:00 pm.

Board members present: Robert Sulouff, Randy Yoxheimer, Earl Persing. Karl Bettleyon, absent for most of the meeting except for one vote via conference call, 1 (one) seat vacant. Also present: are Attorney Richard Shoch, Engineer Chase Kelch, and Authority employees: Fran McGovern, Donald Troxell and Michele Cope.

Regular Business

Persing called the October 9, 2025, meeting to order at 7:15 pm.

Yoxheimer made a motion to accept the October 9, 2025. Sulouff second; motion passed with 3 (three) votes, 1 (one) absent, 1 (one) seat vacant.

Cope went over the bills, stating that this month we have the Borough's 3rd quarter treatment bill plus an invoice for repairs to the dialer at the Lithia Springs pump station. The total amount due for all bills is \$205,636.87 (two hundred five thousand six hundred thirty-six dollars and eighty-seven cents). Yoxheimer made a motion to pay the bills. Sulouff second; the motion passed with 3 votes, 1 (one) absent, 1 (one) seat vacant.

Public Comment

- Bob Sulouff is in attendance. He maintains the property around the Neitz Road pump station. He is requesting that a credit on his account be discussed as a yearly agenda item. He is asking for this because he would like to get on the Sewer Authority board. Yoxheimer made a motion to credit Robert Sulouff sewer account 3 (three) months every year, starting in 2026 until he no longer owns the property. Persing second, the motion passed with 3 (three) votes (Karl Bettleyon via phone vote), 1 (one) abstention (Robert N Sulouff), 1 (one) seat vacant. There was a discussion regarding Robert Sulouff joining the board since his father is already a member. Shoch will check into it and let us know.

Engineers Report – Old Business

Chase Kelch Reported:

- Rt 11 Force Main Phase III – Kelch and Persing went to the Borough's scheduled budget meeting October 13th but no one was there.
- Route 405 Sewer Re-lining Project –Cope has gotten quotes from all four (4) contractors. Kelch stated that the quotes are not equally quoted. Some quotes will add extra for traffic control if needed, others added that item. After some discussion, the fairest quote was provided by Mr. Rehab in the amount of \$110,282.12 (one hundred ten thousand two hundred eighty-two dollars and twelve cents). Yoxheimer made a motion to accept MR. Rehab's proposal in the amount of \$110,282.12. Sulouff second; the motion passed with three (3) votes, 1 (one) absent, 1 (one) seat vacant. McGovern will contact Mr. Rehab, Kelch will get all the paperwork that needs to be used by the contractor since we have a grant.
- 405 Paving & Manholes – Nothing new to report
- Small Water & Stream Grant – Nothing new to report.
- Grant – East of Rt 11 PS – Kelch came up with an estimate to replace a section of the sewer main East of the Rt 11 pump station. There was a discussion regarding the grant we will be applying for. The board decided that we should contribute 15% to the project, hoping that makes it look more favorable for us to obtain a grant. The total estimate of the cost is \$329,647.50 (three hundred twenty-nine thousand six hundred forty-seven dollars and fifty cents). Yoxheimer made a motion to accept Kelch's cost estimate of for the project with a matching amount of 15%, applying for a grant of \$280,200.37 (two hundred eighty thousand two hundred dollars and thirty-seven cents). Persing second, the motion passed with three (3) votes, 1 (one) absent, 1 (one) seat vacant.

- Tap on Fee – Kelch has completed the calculations for review. At the October meeting there was an in-depth explanation of how the tap-on fees are determined. Kelch stated the maximum amount that could be charged is \$4,201.92 (four thousand two hundred one dollar and ninety-two cents). Plus, the connection fee and the customer facilities fee. Each of these would be \$40.00 per hour with a typical 4-hour window. The board discussed an amount that would be fair without overcharging. They all agree that the tap on should be raised since it is extremely low and has been the same rate for years. A resolution will be prepared for the December meeting.
- CCTV Investigations – Nothing has been done due to the dry weather. Once we start getting some rain, they will be able to resume the CCTVs. Kelch noted that some of the repairs needed could be repaired without digging and replacing, it's much easier and cost effective.
- Small Water & Stream Grant – Nothing new to report.
- PennDOT Maintenance Yard – Nothing new to report.

Solicitors Report – Old Business

Richard Shoch reported:

- Shoch spoke with Cope regarding Portnoff. Cope stated that they sent the notices out on November 4th.
- Shoch stated that Montie Peters spoke to him regarding an issue with a manhole protruding in his lane. There was a discussion regarding the proper way to repair this. Troxell said this will be a continual problem because the water runs down his lane and washes the gravel out. Yoxheimer wants to fix it correctly and then it will be his problem to maintain it.
- Nottingham Area Repair – Nothing new, waiting for the PUC.

System Maintenance

New Business

- Troxell stated he is getting out of this business, the truck is already in the garage. Cope and Wehry thought we should get a new cell phone for the Road Crew to use for sewer business. The phone number will need to be changed in all the pump stations. Troxell's number will be removed and the new phone number will be added for all emergency calls.
- Troxell is having a problem with the Ridge Road pump station. He contacted Bob Stauder for a quote. He would like to eliminate a lot of the electronic components which we have done in a few of the other pump stations which works well. We have not received a quote at this time.
- Troxell stated we had a call from Penn DOT regarding the manhole at Rt 11 and Spruce Hollow Rd. Troxell noticed there was some cold patch on the one side but we don't know who put it there. PA DOT would like to have it repaired before they have to plow. There was a discussion regarding paving and it seems like it may be too late to get a good hot patch repair in place.
- Troxell stated the sewer line that crosses the road on Stone School Rd is getting bad, Wehry will be notified.

Old Business

- 16th Street Repair – Troxell took 6 (six) buckets of cold patch out to repair around the manhole on 16th Street. West Branch Regional Authority was supposed to use hot patch but never came back to finish the job.
- Rt 11 Main Repairs – Nothing new to report until the CCTV is completed.
 - Troxell left the meeting at 8:52 PM

Secretary / Treasurer New Business

- Cope reported that the November bank statements have balanced. Revenue collected was \$100,388.84 (One hundred thousand three hundred eighty-eight dollars and eighty-four cents).
- Delinquent Accounts have been sent to Portnoff – Notices sent November 4th. Cope sent out 87 delinquent accounts, 35 accounts currently have an account with Portnoff.

- Sewer Accomplishments List has been presented. Remove some of the menial items, just keep the larger projects.
- Robert Sulouff's term is ending December 31, 2025. Cope will send a letter to the Township so they put it on their agenda for re-appointment.
Cope would like to use some vacation time. She will be off the entire week of Thanksgiving and the Monday after Thanksgiving, plus use 2 vacation days in December. There will be 44 (forty-four) hours left to be paid out. Yoxheimer made a motion to approve the November 24, 25 and December 16 & 31st for vacation. Persing second, motion passed with 3 (three) votes, 1 (one) absent, 1 (one) seat vacant.
- Cope stated that PA Water will not be shutting water service off starting December 1 through March 31 2026. Water shut offs will resume April 1, 2026.

Old business

- QuickBooks Training – Cope spoke to Diana Patton and she suggested we switch to QB's Enterprise, which is basically QB Desktop. We currently use QB's Online. Patton said you can do more with Enterprise. Training at this time of the year is not feasible, but could we keep on the agenda until around March. This will be revisited next year.
- Auditor for 2025 – Cope received a quote from Klacik for \$12,500.00 (twelve thousand five hundred dollars) for the 2025 audit. Cope stated that Persing told the board it would be \$1,000.00 to \$1,100.00. WDE & Assoc was in to work on the 2024 audit. Yoxheimer made a motion to accept the proposal from Klacik & Associates for calendar years 25, 26 & 27 at the cost shown on the proposal. Persing second, motion passed with 3 (three) votes, 1 (one) absent, 1 (one) seat vacant.
- Cope stated that she has an issue with Brubaker not contacting us for a sewer inspection. He always wants to go against the rules. After some discussion, with different options such as camera it or dig it up for us to see. Persing made a motion to have the solicitor send a letter requesting he camera it or dig it up. Sulouff second, motion passed with 3 (three) votes, 1 (one) absent, 1 (one) seat vacant.

Chairman - New Business

- Persing wanted to discuss the payment for Kelch's assisting with QB's and the budget. As stated below, QB's budgeting isn't doable. Nothing charged

Old business

- Cope stated that Persing sent a text stated that he talked to the board and they wanted me to complete the budget in QB's with Kelch's assistance. Kelch came into the office and it was noticed that we have the lowest level of QB's which doesn't allow budgets. It would cost a lot more just to have that option and I wasn't authorized to purchase it. Kelch stated that the current budget gives more detail. Yoxheimer said it is adequate for this year. Yoxheimer made a motion to allow Cope to purchase the upgraded version of QB's that will allow budgets for next year's budget, 2027. Persing second, motion passed with 3 (three) votes, 1 (one) absent, 1 (one) seat vacant.
- 2026 Budget – Rate Resolution tabled until next month
- Engineer – Cope has not received a rate schedule. Yoxheimer will talk to Todd Pysher and get everything for the December meeting.
- Generator Service – Open item

Persing stated that he is giving us his resignation effective immediately. A written letter was provided. Persing turned in his building access card.

The meeting was adjourned by Persing at 10:08 PM