

# **POINT TOWNSHIP SEWER AUTHORITY**

**December 11, 2025**

The Point Township Sewer Authority held its regular scheduled meeting at the Point Township Municipal Building on Thursday, December 11, 2025, at 7:00 pm.

Board members present: Robert N Sulouff, Randy Yoxheimer, Karl Bettleyon, and new board member Robert T Sulouff. Also present: are Attorney Richard Shoch, Engineer Chase Kelch, and Authority employees: Fran McGovern, Donald Troxell and Michele Cope.

R.N. Sulouff called the December 8, 2025 meeting to order.

R N Sulouff asked for the acceptance of Earl Persing's resignation. The motion passed with 3 (three) votes, 2 (two) seats vacant.

Reappointment for Robert N Sulouff for a 5 (five) year term. The motion passed with 3 (three) votes.

Yoxheimer made a motion to appoint Robert T Sulouff to the board, to replace Sandra Sulouff. The term will end on December 2026. Bettleyon second, the motion passed with 4 (four) votes, 1 (one) seat vacant.

## **Regular Business**

Yoxheimer made a motion to accept the November 13, 2025 minutes. Bettleyon second; the motion passed with 4 (four) votes, 1 (one) seat vacant.

Cope went over the bills, stating that this month we have PMRS and a few invoices from West Branch Regional Authority. Otherwise, it's just the normal bills. The total due for all bills is \$56,464.28 (fifty-six thousand four hundred sixty-four dollars and twenty-eight cents). R T Sulouff made a motion to pay the bills. Bettleyon second; the motion passed with 4 (four) votes, 1 (one) seat vacant.

## **Public Comment**

None

## **System Maintenance**

### **New Business**

Troxell stated he had 2 (two) call outs, one for a bad float at the Lithia Springs pump station. Jared Whary went with him on this call. The second call out was from the fire company. They said there was a gas smell close to Grade Road, which is close to our small pump station on Rt 405. The smell was coming out the storm pipe. A call was placed to Kent Kohl at Furmanos. Kohl said they were washing down the plant which caused the odor.

Troxell said the batteries at the generators are 10 (ten) years old. He thinks 2 (two) batteries have been replaced and is recommending we replace the remaining batteries. Yoxheimer made a motion to allow Troxell to determine the number of batteries to replace and purchase them. R N Sulouff second, the motion passed with 4 (four) votes, 1 (one) seat vacant.

Troxell stated Yoxheimer asked about the main running up Blue Hill Rd. Troxell said the development is plastic. The section in question is about 400 feet up to Janus Foods. UGI will be installing a new gas line to Janus Foods. West Branch performed CCTV, the Township will be doing some work on that area and would like to coordinate with UGI. Discussion ensued.

### **Old Business**

Cope coordinated with Amanda McClain to obtain a cell phone for the Road Department to use for the pump station call outs. The phone was free; the monthly cell phone fee will be approximately \$40.00 (forty dollars). Cope will order a case and screen protector. We will need to change the

phone number in all the pump stations to this new phone. McGovern said the instructions should be at the stations.

Troxell stated that he has been having trouble with the Ridge Road pump station. This is because the power outages. He has been getting it to reboot by turning the power off, waiting and turning on. He contacted Stauder and received a quote to replace the controls. The quote is \$18,490.00 (eighteen thousand four hundred ninety dollars). McGovern said he could have Flygt come up and connect to it with their computer which would tell us if there is a problem. The board asked McGovern to contact Flygt and let them check the station.

Rt 11 Main Repairs – Nothing new to report until the CCTV is completed.

Troxell left the meeting at 7:45 PM

### **Engineers Report – Old Business**

Chase Kelch Reported:

Rt 11 Force Main Phase III – Nothing new to report.

Route 405 Sewer Re-lining Project – McGovern was directed to contact them and have them schedule the project as soon as possible in 2026. Pa DOT will be paving Rt 405 and we need to be done before they start.

405 Paving & Manholes – Nothing new to report

LSA Grant Application – Nothing new to report. (submitted November 2024)

Small Water & Stream Grant – Nothing new to report. (Submitted in April 2025)

LSA Grant Application – Everything was submitted before November 30<sup>th</sup>, 2025.

Tap on Fee – Resolution to be adopted with new fee.

CCTV Investigations – Nothing has been done due to the dry weather.

PennDOT Maintenance Yard – Nothing new to report.

### **Solicitors Report – New Business**

Richard Shoch Reported

Nothing new to report.

### **Old Business**

Nottingham Area Repair – Nothing new, waiting for the PUC.

### **Secretary / Treasurer New Business**

Cope reported that the December bank statements have balanced. Revenue collected was \$61,538.97 (sixty-one thousand five hundred thirty-eight dollars and ninety-seven cents).

Delinquent Accounts have been sent to Portnoff – I have not heard anything from them regarding payments. Collected \$8,136.63 (eight thousand one hundred thirty-six dollars and sixty-three cents).

Cope will contact Portnoff for a report and will work on sending more accounts to them.

Vacation Payout – There was a discussion regarding when to pay out the 2025 unused vacation hours. R T Sulouff made a motion to pay the unused vacation hours to Cope by the end of 2025. R N second, the motion passed with 4 (four) votes, 1 (one) seat vacant.

Shoch stated that he has a memorandum regarding Cope's hours, and vacation payout. This was decided months ago and Cope has been asking for this which is for the file and any new board members if they question her hours / vacation payout. Bettleyon made a motion to adopt the memorandum. R T Sulouff second, the motion passed with 4 (four) votes, 1 (one) seat vacant.

Cope questioned the meeting hours and hours to complete the 2026 billing. There was a discussion regarding taking 3 (three) hours off during the meeting week. This is due to the time it takes to prepare the meeting information plus complete all the normal work. Yoxheimer stated we should leave it as is right now. R T Sulouff suggested we revisit in March 2026. Cope said in the past she would work extra hours to get the billing completed. Bettleyon asked if it could be started sooner, Cope said that's not possible until 2025 is closed. The board stated that Cope should work on the bills during work hours only. If there are any complaints, they can come to the meeting.

**Old business**

QuickBooks Training – Nothing new to report.

**Chairman - New Business**

Nothing

**Old business**

Cope said the budget is the same as last month. It was discussed that the rates would be increasing which needs to be confirmed. The rates will be increasing to even dollar amounts. A copy of the rates will be online for review. Bettleyon made a motion to accept the 2026 Rate Resolution. Yoxheimer second; the motion passed with 4 (four) votes, 1 (one) seat vacant. R N Sulouff made a motion to accept the 2026 budget. Bettleyon second; the motion passed with 4 (four) votes, 1 (one) seat vacant. R N Sulouff made a motion to approve a 3 % raise for maintenance. R T Sulouff second; the motion passed with 4 (four) votes, 1 (one) seat vacant. The board discussed the new engineer at the December meeting. Yoxheimer made a motion to hire Thomas Levine as the Authority engineer. Bettleyon second; the motion passed with 4 (four) votes, 1 (one) seat vacant.

There was a discussion in December regarding a manhole on Peters Lane. Montie Peters has a concern that it is washing out. Troxell and Whary discussed this as to what they can do. Yoxheimer said he would talk to Jared Whary and Montie Peters about this  
Generator Service – Open item, will discuss in April.

The meeting was adjourned by R N Sulouff at 9:22 PM