

POINT TOWNSHIP SEWER AUTHORITY

May 8, 2025

The Point Township Sewer Authority held its regular scheduled meeting at the Point Township Municipal Building on Thursday, May 8, 2025, at 7:00 pm.

Board members present; Karl Bettleyon, Robert Sulouff, Randy Yoxheimer. Earl Persing is absent, 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

R Sulouff called the May 8, 2025, meeting to order at 7:00 pm.

Yoxheimer made a motion to accept the April 10, 2025 minutes. Bettleyon second; the motion passed with 3 votes, 1 member absent and 1 seat vacant.

Cope went over the bills stating the total amount due for all bills is \$284,405.42 (two hundred eighty-four thousand four hundred five dollars and forty-two cents). The bills are high this month due to the 1st quarter invoice from the Northumberland Borough Sewer Department, the yearly insurance and a few repairs within the system. Plus, there is an invoice from West Branch Regional Authority (WBRA) regarding the emergency repair in the Nottingham pump station area. Sulouff asked if we would be billing the contractor. Cope stated she already did and they contacted the office stating it wasn't their fault because we didn't have the main marked. After some discussion, the board decided to have Shoch send a letter to PPL, who contracted the onsite contractor. Bettleyon made a motion to pay the bills as noted. Yoxheimer second; the motion passed with 3 votes, 1 member absent and 1 seat vacant.

Public Comment

- No public comment

Engineers Report

- Chase Kelch Reported:
 - Rt 11 Force Main Phase I – Project completed.
 - Rt 11 Force Main Phase II – The main has been run to the Borough line, per Troxell the project is complete.
 - Rt 11 Force Main Future Phase –Nothing new
 - Kelch stated that the tapping fees are ongoing. Kelch recommended having West Branch Regional Authority (WBRA) develop an overall system map. This would be beneficial for the tap-on fee figure and for the Authority. Yoxheimer made a motion to allow WBRA to contact the sewer staff for mapping of the entire sewage system. Price not to exceed \$8,000.00 (eight thousand dollars). Sulouff second; motion passed with 3 votes, 1 member absent and 1 seat vacant.
 - 2025 Small Water & Sewer Grant Program –The grant was submitted on April 30' 25.
 - Rt 405 Sewer Re-lining – Nothing new from Kelch.

Solicitors Report

- Richard Shoch
 - Report given under Old Business.

System Maintenance

- Troxell reported:
 - Troxell reported that repairs to the fence at the Ridge Road pump station have been completed.
 - The Strawbridge Rd pump station has an issue of swirling inside the wet well. West

Branch came down and pulled the pump but nothing appeared to be wrong, other than the pump seems to rock when running. He would like West Branch to come back down, pull the pump and clean out the wet well. Yoxheimer made a motion to allow Troxell to contact the West Branch Regional Authority to pump down the wet well at Strawbridge and the pump repair. Bettleyon second; the motion passed with 3 votes, 1 member absent and 1 seat vacant.

- Hunter & Lomison will be coming on May 21st to service the generators. Discussion ensued regarding the age and condition of the fuel, oil and coolant. Yoxheimer made a motion allowing Troxell to contact Hunter & Lomison and instruct them to sample and test the coolant, fuel and oil. Bettleyon second; the motion passed with 3 votes, 1 member absent and 1 seat vacant.
- McGovern suggested we have a yearly checklist of preventative maintenance items, the generators being one of them. The air release valves should be cleaned yearly which will keep the system flowing correctly. Troxell said he can't do that alone, Yoxheimer suggested he contact West Branch Regional Authority to see if that's something they could take care of.

Old Business

- Rt 11 Force Main – Kelch discussed in the engineering report
- Rt 405 Relining – Kelch discussed in the engineering report
- Rt 405 Paving / Manholes – Nothing new. Yoxheimer stated that he feels PennDot is still interested in building a new Maintenance Building close to the CSVT. He thinks they are thinking about partnering with the Authority to run the sewer. Cope will contact Penn DOT to discuss their intentions.
- Tap on Fee – Kelch discussed in the Engineering report
- 2025 Small Water & Sewer Grant Program - Kelch discussed in the Engineering report
- Troxell's Ridge Road – Shoch contacted Michetti regarding the preparation of an easement. There will not be any type of compensation. The Ag Department was contacted due to Troxell's concerns. Per the rules, there are exceptions and one is public sewer mains, not the manholes. But the manholes are in an area that is not tillable and never was on this property.
- Portnoff Associates – Shoch stated he heard from Portnoff, they were questioning our penalties. Cope provided Shoch with information on the last penalty increase. It is not a resolution, only made by a motion. If we need to, we can ratify the penalties by resolution at the next meeting.
- Pump Station Storm Repairs – Discussed in the System Maintenance report
- US Postal Box – Cope stated she completed the paperwork and the mail has started to get delivered to this address.
- QuickBooks Training – Cope stated this is on hold until the new office computer gets up and running.
- Office Computer – It is in the office but nothing has been transferred to it yet.
- PLIGIT Card – Cope submitted all the paperwork. It will take approximately 4 – 6 weeks.
- New Auditor – Cope will contact Klacik to start the process for the 2025 audit.
- Nottingham Area Repair - This was discussed under Bills to be Paid.

New Business

- Cope reported that the April bank statements have balanced. Revenue collected was \$71,208.04 (seventy-one thousand two hundred eight dollars and four cents). The balance of the funds from the loan for the Rt 11 project has been moved into the checking. The money spent on the Neitz Road project was transferred from the Neitz Road account to the general account. The balance will stay in that account until needed for a future project. The reimbursement from the Township for the Kapp Heights paving project has been paid to the Authority and was deposited into the general account/
- Delinquent Accounts
 - Total collected on delinquent \$4,107.22 (four thousand one hundred seven dollars and two cents). Cope mailed 45 late notices, 14 final notices and Zach Black, constable served, 20 water shut-off notices. Payments are coming in. The ones that do not have public water will need to go to Portnoff. Yoxheimer made a motion that anyone whose account is \$250.00 (two hundred and fifty dollars) without public water will go to Portnoff and anyone with public water will go to Portnoff after \$400.00 (four hundred

dollars). Bettleyon second; the motion passed with 3 votes, 1 member absent and 1 seat vacant.

- Jean Smith had sent the requested deductible information for the Auto insurance. After some discussion, Yoxheimer made a motion to change the deductible on the 2018 Ford F150 truck from \$250 / \$250 comprehensive and collision to \$500 / \$1,000 comprehensive and collision. Bettleyon second; the motion passed with 3 votes, 1 member absent and 1 seat vacant.
- There was also a discussion regarding the MIB proposed valuation of the pump stations. The board decided to not use MIB but to have McGovern and Kelch complete a valuation.

Motion to adjourn by Bettleyon at 8:39 PM; Adjourned by Sulouff.

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