

The Factoryville Borough and Clinton Township Joint Municipal Sewer Authority held its regular meeting on December 10th, 2025. The meeting was called to order by Authority Vice-Chairperson Bill Edwards at 6:00 p.m.

PRESENT

Colin Fricke
Gary Evans
Bill Edwards
Martin Reynolds

ALSO ATTENDING

Rebecca Nelson, Assistant
Paul Litwin, Solicitor
Mike Hester, Operator

ABSENT

Dan Engler

A Motion is needed to allow R. Nelson to serve as proxy for S. Cantner for the meeting.

C. Fricke made a motion to allow R. Nelson to serve as proxy for S. Cantner for the Sewer Meeting. M. Reynolds seconded the motion. All yea.

AGENDA ADDITIONS – No agenda additions are needed.

PUBLIC COMMENTS – None

MINUTES – No additions or corrections were made to either minutes draft.

C. Fricke made a motion to accept the minutes from the November 12, 2025 meeting. G. Evans seconded the motion. All yea.

CORRESPONDENCE – There was no new correspondence to report on.

SECRETARY/TREASURER REPORT –

- a. There has been an alarm issue at the Sewer Plant. It seems the phone line is cutting out, and when it does, it sends a communication error that cannot be corrected without Vector coming out. We will need to update to two phone lines, a system that allows for it to be mobile or Wi-Fi, or a new system completely. This will continue to be a problem without updating or upgrading the system. B. Edwards would like to find someone who can install a dry connection so a different alarm system can be installed.
- b. John Watts (SEO) increased his rates and approval is needed for this. It is in the budget already.

C. Fricke made a motion to approve the rate increase for John Watts (SEO). G. Evans seconded the motion. All yea.

- c. There is currently an outstanding total at Portnoff Law for \$39,771. Most of these are repeat offenders who do not pay their sewer bills.

- d. The first quarter invoices are being prepped to go out. There will be a 3% discount for those who pay the entire bill up front.

C. Fricke made a motion to approve the secretary report. G. Evans seconded the motion. All yea.

BILLS – All bills to be paid are listed. Unusual expenses included \$39,950.91 paid to the Borough as reimbursement and \$358.80 to Vector for the repair call for the alarm.

G. Evans made a motion to pay the bills. M. Reynolds seconded the motion. All yea.

OPERATOR'S REPORT – Plant Operator M. Hester reported that the sewer plant is in good working order and producing effluent within accepted parameters. The grease traps at Steak n Shake needs to be cleaned out and reinspected.

M. Reynolds made a motion to accept the Operator's report. G. Evans seconded the motion. All yea.

OLD/NEW BUSINESS – The 2026 budget needs approval. It was advertised as required and no issues were brought forth.

C. Fricke made a motion to approve the 2026 budget. M. Reynolds seconded the motion. All yea.

EXECUTIVE SESSION – An executive session is required to discuss personnel matters.

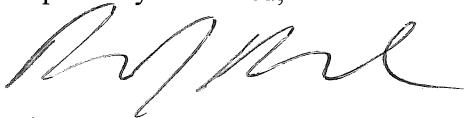
A raise of \$400 per month needs approval. This raise was indicated in the budget for 2026.

G. Evans made a motion to approve the \$400 per month raise for M. Hester. C. Fricke seconded the motion. All yea.

G. Evans made a motion to adjourn the Sewer Authority Meeting. C. Fricke seconded the motion. All yea.

The meeting of the Factoryville Borough and Clinton Township Joint Municipal Sewer Authority was adjourned at 6:19 p.m. The next meeting will take place on January 5, 2026, at 5:00 p.m. at the Factoryville Borough Hall.

Respectfully submitted,



Rebecca Nelson
Assistant