

February 24, 2026

Royalton Borough Authority

Minutes

The Royalton Borough Authority met on the above date; meeting being called to order by Chairman Hulsberg at 5:00 PM.

Authority Members present were John Hulsberg, Steve Leedy, Donny Nagle, Tom Orris and Richard Staley.

Also in attendance were Amy Burrell, Recording Secretary, Solicitor Steve Miner, and Kole Nye, HRG.

Chairman Hulsberg turned the meeting over to Solicitor Miner for reorganization. The following slate of officers was presented for consideration: Chairman Hulsberg, Vice Chairman Staley, Treasurer Leedy, Secretary Orris and Assistant Treasurer/Secretary Nagle. Orris made a motion to approve the slate of officers as presented. Seconded by Nagle and carried.

Minutes of the previous meeting held November 25, 2025, were presented and approved through motion by Leedy. Seconded by Staley and carried with Nagle abstaining.

The Financial Reports were presented and approved through motion by Orris. Seconded by Nagle and carried.

The Schedules of Bills payable from the Water and Sewer Funds were presented. Secretary Burrell gave a review of the sewer treatment billing from Middletown Water Veolia. The Schedules of Bills payable from the Water and Sewer Funds were approved through motion by Leedy. Seconded by Staley and carried.

Engineer's Report: HRG has submitted the December 2025 Semi-Annual CAP update to PA DEP. A request to close the CAP was submitted February 24, 2026. HRG finalized the project documents for the 2026 Sewer Improvements Project and supplied them to the Borough staff and solicitor for review. The project documents were then uploaded to PennBid on February 13, 2026. Bid opening will be March 17, 2026.

Old Business: Secretary Burrell indicated that there are six properties on the Londonderry water line that have not complied with the backflow prevention installation. The Authority directed Secretary Burrell to send a notice of the required compliancy again to those property owners.

New Business: The audit for year 10/01/24-09/30/25 was presented. Secretary Burrell apprised the Board that there has been a reoccurring issue with a water meter being subject to freezing weather conditions and breaking. Borough staff feels this is occurring due to property maintenance neglect even after the homeowner has been advised to correct the issue. Borough staff is seeking guidance as to how to proceed since this is a reoccurring issue. The Authority Board discussed and determined that due to the neglect the property owner should be invoiced for the meter and staff time to replace. Orris made a motion for Solicitor Miner to send a letter to the property owner of 4 Juniata Street with an invoice for the meter and staff time to replace allowing for 60-days to pay before a lien is placed. Seconded by Nagle and carried.

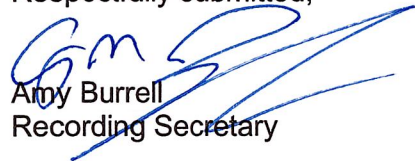
Tom Cobble owner of 50 Canal Street has requested to reduce his water and sewer bill for one of his rental units that is currently vacant and is anticipated to be vacant for a longer length of time. There is not an individual shutoff to this unit that he can seal. He asked if he could install a shutoff valve with a lock to confirm non-usage. Orris made a motion to allow the locking valve with a Borough supplied lock that staff will monitor. Otherwise, Coble would need to cap the water and sewer for that unit. Seconded by Staley and carried.

No further action.

Motion was made by Nagle to adjourn. Motion was seconded by Staley and carried.

The meeting stood adjourned at 5:44 pm.

Respectfully submitted,



Amy Burrell
Recording Secretary