July 28, 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 Caleb Krauter, HRG.

Minutes of the previous meeting held April 28, 2026, were presented and approved through motion by Orris. Seconded by Nagle and carried.

The Financial Reports were presented and approved through motion by Orris. Seconded by Nagle and carried. Accounts Manager Barrick provided a memo to the Authority letting them know she is not billing for sewer for one apartment at 216 Northumberland Street due to a building fire. Sewer billing will restore once rehabilitation work is completed.

The Schedules of Bills payable from the Water and Sewer Funds were presented. Orris questioned the Ferguson invoicing with Secretary Burrell reporting that water meters were purchased. Exter Supply no longer sells the meter. Leedy asked what payment was to the Borough of Royalton with Secretary Burrell stating it was the quarterly payment for employee payroll and benefits. The Schedules of Bills payable from the Water and Sewer Funds were approved through motion by Orris. Seconded by Leedy and carried.

Engineer's Report: Insight Pipe Contracting LLC has completed the CIPP lining work onsite for the project. The subcontractor State Pipe has also completed all the manhole rehabilitation work. A substantial completion walkthrough has been scheduled for August 12th. HRG has issued a defective work notice for defects observed in the CIPP lining. Insight Pipe Contracting has provided HRG with an acceptable corrective action plan. Nagle asked if everything went alright with cutting the laterals out with Krauter noting that for the most part yes. Some edges still need to be cleaned up. Nagle followed up with asking if HRG will reinspect and if more field observation time needs to be approved. After discussion with Krauter the Authority was comfortable with the CCTV being used to determine if the work has been corrected. Application for Payment No. 1 $54,270 was reviewed and approved through motion by Leedy. Seconded by Orris and carried.

Old Business: None Heard

New Business: Brown Plus submitted a letter of engagement for the annual audit year end September 30,2026 which was approved through motion by Nagle. Seconded by Orris and carried. Solicitor Miner reviewed his succession plan for his anticipated end of year retirement. From the discussion the Authority Board agreed to proceed with receiving services from Caldwell and Kearns Solicitor Abbigail Agosti. Secretary Burrell presented a letter submitted by

a Royalton resident pertaining to the retaining wall located behind the Creekview Pump Station. The Edgewater HOA had completed a study on the wall several years ago with defects noted however no work was ever completed. The resident is concerned for public safety and damage to the pump station and homes. Secretary Burrell noted that the Royalton Borough Council just engaged HRG to review the retaining wall on Edgewater Drive. This retaining wall is owned by the Cameron Woods HOA and is showing signs of potential structural issues. HRG did a review and provided an opinion letter which was submitted to the HOA along with a directive to have a full engineering review. The Authority reviewed the concerns and discussed the wooden wall behind the pump station and the rock wall along the other areas. Orris stated that both should be reviewed. Leedy agreed and felt that the Bourgh Council should be apprised of this request and review. Orris made a motion to have HRG review the conditions of the wooden wall and the rock wall and provide an opinion letter to the Authority. Seconded by Nagle and carried. Orris gave a verbal notice that he anticipates that he will be resigning from the Board in October/November due to moving. Nagle asked Krauter if any additional equipment is needed for by-pass pumping at the Water Street pump station. Krauter stated he felt all needed components are in place, but he will review with the Public Works foreman. Leedy questioned how the flow numbers were looking at the Water Street Pump Station. Krauter stated there has been no issues and we hope to see even better numbers now that the lining project has been completed. Secretary Burrell asked Krauter to review the Sensaphone dialer system as it can keep calling even after acknowledgement has been submitted.

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