

March 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, Caleb Krauter, HRG and Kole Nye, HRG.

Minutes of the previous meeting held February 24, 2026, were presented and approved through motion by Nagle. Seconded by Orris and carried.

The Financial Reports were presented and approved through motion by Leedy. Seconded by Nagle and carried. Secretary Burrell noted that the utility moratorium period will be ending April 1st.

The Schedules of Bills payable from the Water and Sewer Funds were presented and approved through motion by Orris. Seconded by Leedy and carried.

Engineer's Report: HRG submitted a request to close the Authority's CAP on February 24, 2026. DEP has since responded to HRG's request and confirmed closure of the CAP on February 26, 2026.

Bid opening for the 2026 Sewer Improvement Project was held on March 17, 2026. HRG evaluated the bids and provided a recommendation of award to the apparent lower bidder; Insight Pipe Contracting LLC in the amount of \$187,155.00 contingent upon receipt of the Executed Agreement, acceptable Performance and Payment Bonds and Certificate of Insurance. The Authority, Solicitor Miner and Borough staff reviewed the bid tabulations and submissions from Insight Pipe Contracting, LLC. Krauter noted that the grant award for this project was \$200,000. Orris asked if references were checked for Insight Pipe Contracting, LLC. Krauter replied that they are a smaller company and references came back good. Nagle asked if there was a warranty on the work with HRG replying in the affirmative. Nagle questioned if the work will be videoed again in a year before the warranty expires. Krauter stated that is something the Authority can do but the cost is not a part of this project/bid. Secretary Burrell will gauge the Authority's opinion on this closer to the warranty deadline. Nagle made a motion to approve the bid award to the apparent low bidder, Insight Contracting, LLC in the amount of \$187,155.00 contingent upon receipt of the Executed Agreement, acceptable Performance and Payment Bonds, and Certificate of Insurance. Seconded by Staley and carried.

HRG presented an Agreement for Professional Engineering Services for the 2026 Sewer Improvements Project for consideration. Krauter noted the agreement does not include on-site supervision. HRG is recommending at least part-time site visits especially during the curing time to ensure correct temperatures and being followed. Orris asked for an estimated cost with Krauter replying an estimate of \$1000/day for approximately two weeks if full-time supervision is provided. The Authority discussed and will await the contractors schedule before determining

the level of HRG's on-site involvement. Orris made a motion to approve the 2026 Sewer Improvement Project Agreement for Professional Engineering Services as presented. Seconded by Hulsberg and carried.

Old Business: Hulsberg requested an update on 4 Juniata Street. Secretary Burrell noted that Solicitor Miner has sent a lien letter as discussed in the previous meeting with no response being received to date. Orris asked if there was any further compliance for Londonderry residents on Royalton's water line. Secretary Burrell noted that one more property became in compliance. Discussion was held on how to achieve complacency from the remaining property owners. Orris made a motion for Solicitor Miner to draft and send a letter to the remaining properties explaining the Authority's lien options if compliancy does not occur. Seconded by Hulsberg and carried. Orris questioned if Mr. Coble was able to successfully have a lock installed by the Borough on his water valve with Secretary Burrell replying in the affirmative.

New Business: None Heard

No further action.

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

The meeting stood adjourned at 5:27 pm.

Respectfully submitted,



Amy Burrell
Recording Secretary