

October 28, 2025

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, Beth Orris, Tom Orris and Richard Staley.

Also in attendance were Amy Burrell, Recording Secretary, Solicitor Steve Miner, Sheri Barrick, Accounts Manager, Caleb Krauter, HRG and Kole Nye, HRG.

Minutes of the previous meeting held September 23, 2025, were presented and approved through motion by T. Orris. Seconded by Staley and carried.

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

The Schedules of Bills payable from the Water and Sewer Funds were presented. Leedy questioned if Middletown billed at the new sewer treatment agreement rates for this quarter. Solicitor Miner reviewed that the loan closing has been completed. An invoice was requested from the joint venture, but no invoice has been received to date. The most recent sewer treatment billing was billed at the old rate structure and not the new rate. Solicitor Miner and Secretary Burrell will continue to monitor, and a back bill is anticipated once the new rates are put into the place on the joint venture's end. Leedy made a motion to approve the Schedules of Bills payable from the Water and Sewer Funds. Seconded by T. Orris and carried.

Engineer's Report: Nye reported that HRG is reviewing the CCTV completed by Mr. Rehab. HRG will prepare a proposal for the Board's review and consideration for the 2026 sewer improvement project. The CAP report is currently being completed for submission in December 2025.

Old Business: Discussions were held regarding the setting of the sewer rates due to the new treatment agreement. After discussion, the Board would like to transition to the monthly water reading and billing program. This will help with better leak detection and assist residents with budgeting. B. Orris made a motion to approve the following: Beginning January 2026, water meters will be read on a monthly basis.

Water: Minimum monthly charge: \$40.00, based on a minimum monthly usage of 2,700 gallons. Each additional 1,000 gallons over the 2,700 gallons monthly allotted minimum will be billed at \$5.25 per 1,000 gallons. Sewer: Minimum monthly charge: \$94.00, based on a minimum monthly usage of 3,000 gallons. Each additional 1,000 gallons over the 3,000 gallons monthly allotted minimum will be billed at \$10.00 per 1,000 gallons. Seconded by Hulsberg and carried. Solicitor Miner noted that any Act 143 qualified customers will need to be reviewed and recalculated.

New Business: B. Orris officially submitted her resignation letter from the Board. The Board will be recommending that the Royalton Borough Council appoint Donnie Nagle to fill the open seat.

T. Orris made a motion to accept B. Orris's resignation. Seconded by B. Orris and carried. T. Orris also requested for the Public Works Department to consider placing a roof over the control panel at the Water Street Pump Station.

No further action.

Motion was made by B. Orris to adjourn. Motion was seconded by Staley and carried.

The meeting stood adjourned at 5:40 pm.

Respectfully submitted,



Amy Burrell  
Recording Secretary