

**SUMMIT TOWNSHIP SEWER AUTHORITY  
MONTHLY BUSINESS MEETING  
FEBRUARY 26, 2015**

The regular monthly business meeting of the Summit Township Sewer Authority was called to order with the Pledge of Allegiance at 9:10 a.m. by Chairman Chris Fette at the Sewer Authority Building, 8890 Old French Road, Erie, Pennsylvania. CALL TO ORDER

Present: Chris Fette, Chairman; Michael Rose, Vice Chairman; Laban Marsh, Secretary; Cloyd J. Rose, Ass't Secretary; Mark Welka, Treasurer; William C. Steff, P.E., Manager; Clayton J. Fails, P.E., Hill Engineering; George Joseph, The Quinn Law Firm; Caitlyn Haener, Administrative Supervisor. Visitors: None. ROLL CALL

Motion by Mr. C. Rose, seconded by Mr. Welka to approve the minutes of the January 29, 2015 Reorganizational Meeting. Vote 5/0. 1/29/15 REORG  
MINUTES

Motion by Mr. C. Rose, seconded by Mr. Welka to approve the minutes of the January 29, 2015 Regular Business Meeting. Vote 5/0. 1/29/15 REGULAR  
MINUTES

Motion by Mr. Welka, seconded by Mr. Marsh to approve the Treasurer's Report as submitted to and reviewed by all Board members. Vote 5/0. TREASURER'S  
REPORT

Motion by Mr. Welka, seconded by Mr. Marsh to approve the Expenditure Report as submitted to and reviewed by all Board members. Vote 5/0. EXPENDITURES

**SOLICITOR'S REPORT**

Solicitor Joseph reports that he has been working in the Developers Diversified Realty Corp (DDRC) project regarding the construction of a new 5-unit strip plaza on Douglas Parkway. Solicitor Joseph recommends the Board enter into the agreement. Solicitor Joseph is still working with DDRC's council on an agreement to dedicate the private lateral near Torero's. DDRC will have to upgrade the terminal manhole and extend the sewer line to the new plaza prior to dedication. DDRC  
DEVELOPER  
AGREEMENT

Solicitor Joseph reports that the City of Erie is planning on refinancing bonds to reduce their annual debt service by extending the term by two additional years. The concern to the STSA and all other tributary authorities is that the bond refinancing will increase overall costs without any improvements. Currently, the City of Erie bond sale is scheduled for March 4<sup>th</sup>. The Joint Transportation Agreement calls for the tributary authorities to pay a portion of the debt service but there is no mechanism in the agreement for grievances of tributary authorities; Solicitor Joseph would like to address this issue so there is a grievance process in place for the future. CITY OF ERIE  
BOND  
REFINANCING

**ENGINEER'S REPORT**

Engineer Fails reports that Engineer Sceiford prepared an updated Act 57 Scheduled of Fees. The updated Act 57 packets were distributed to Board Members. The Board will table discussion for the March meeting, when members have had a chance to review the updated Act 57 packet. UPDATED ACT 57

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Engineer Fails reports that the Route 97 Lift Station Project is near ready for bidding. There will be a final design review with STSA staff in 2 weeks. The PennDOT permits have been obtained. Engineer Fails has been in contact with the DEP and does not expect any of the remaining permits will be problematic. Engineer Fails expects that the PA DEP and Township permits will be issued soon.

ROUTE 97 LIFT  
STATION PROJECT

Engineer Fails reports that he attended the February 23, 2015 STIEDA meeting and the STIEDA application was successful; he deferred the topic to Manager Steff.

STIEDA GRANT

**MANAGER'S REPORT**

Manager Steff reports that he presented the grant application for the Route 97 Lift Station Project at the February 23, 2015 STIEDA meeting. The STSA requested a grant for 38.4% of the total expected project cost of \$3,400,000. The percentage requested was based on the effluent from Presque Isle Downs and Casino. STIEDA awarded a grant for \$1,304,800. Manager Steff wants the record to reflect his thanks to the professional consultant and STSA staff for their assistance with the STIEDA application. Engineer Fails was instrumental in assembling and submitting the application. Operations Technician Hodge compiled information, prepared graphics, and provided technical support throughout the entire process. Billing Clerk Pfister compiled the flow data. Operations Foreman McAtee made suggestions. Administrative Supervisor Haener proofed the presentation many times. Chairman Fette also expressed appreciation for all of the effort put forth by the entire STSA team that culminated in the full grant award.

STIEDA GRANT  
AWARDED

Manager Steff reports that DDRC has returned a signed developer agreement. The agreement includes changes agreed to by DDRC council and Solicitor Joseph. Manager Steff reports that the DDRC project seemed smaller at first but got more complicated with land issues. DDRC originally paid the \$500 developer escrow fee. As plans developed, it became clear that the project is not a simple lateral extension; it will be an extension of the mainline and will require inspection. DDRC deposited an additional \$2,000 into their developer escrow account in accordance with the developer agreement presented to the Board for approval. Manager Steff recommends the Board enter into the agreement with DDRC.

DDRC  
DEVELOPER  
AGREEMENT

Motion by Mr. M. Rose, seconded by Mr. Marsh, to enter into the Developer Agreement with Developer's Diversified Realty Corporation regarding a new 5-unit strip plaza on Douglas Parkway. Vote 5/0.

Manager Steff reports that the dialogue between DDRC's council and Solicitor Joseph regarding the standard developer agreement was very constructive. Manager Steff would like to incorporate the changes into the standard developer agreement. Solicitor Joseph agreed.

STANDARD  
DEVELOPER  
AGREEMENT

Manager Steff reminded the Board about the 2015 PMAA Board Member Training opportunities and that the March Regular Business meeting will take place one week earlier, on March 19, 2015, due to scheduled training for STSA staff.

PMAA TRAINING

**NEW BUSINESS**

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No new business.

With no further business to come before the Board, Mr. Marsh motioned to adjourn, seconded by Mr. M. Rose. Vote 5/0.

ADJOURNMENT

Chairman Fette adjourned the meeting at 9:37 a.m.

Respectfully submitted by,

Caitlyn Haener  
Administrative Supervisor