

**SUMMIT TOWNSHIP SEWER AUTHORITY
MONTHLY BUSINESS MEETING
MAY 28, 2015**

The regular monthly business meeting of the Summit Township Sewer Authority was called to order with the Pledge of Allegiance at 9:04 a.m. by Chairman Chris Fette at the Sewer Authority Building, 8890 Old French Road, Erie, Pennsylvania. CALL TO ORDER

Present: Chris Fette, 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: Dr. Eric VanDamia, 2181 Keystone Drive, Attorney Robert Ward. Absent: Michael Rose, Vice Chairman ROLL CALL

Motion by Mr. Marsh, seconded by Mr. Welka to approve the minutes of the April 30, 2015 Regular Business Meeting. Vote 4/0. 4/30/15 MINUTES

Motion by Mr. Welka, seconded by Mr. C. Rose to approve the Treasurer's Report as submitted to and reviewed by all Board members. Vote 4/0. 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 4/0. EXPENDITURES

RESIDENTS TO BE HEARD

Doctor VanDamia (2181 Keystone Drive), represented by Attorney Robert Ward, requested forgiveness of previously unbilled usage. Discussion ensued. Solicitor Joseph requested more time to review the matter prior to making a formal recommendation to the Board. VANDAMIA
(2181 KEYSTONE)

SOLICITOR'S REPORT

Solicitor Joseph reports that he has reviewed the signed dedication and easement agreements with Developers Diversified Realty Corp (DDRC) regarding the construction of a new 5-unit strip plaza on Douglas Parkway and the agreements are acceptable as signed. NEW PEACH ST
SQUARE PLAZA

Solicitor Joseph deferred to Engineer Fails for discussion of the Route 97 Project bids.

Solicitor Joseph reports that he has transmitted a Temporary Connection Agreement to Manager Steff regarding Mr. Kifer's proposed connection at 8901 Parson Road. KIFER
(8901 PARSON)

Solicitor Joseph reports that he responded to an inquiry from STSA Vice Chairman Mike Rose. Solicitor Joseph will not bill this time to the Authority. Mr. M. Rose asked if holding a position on the school board would conflict with his position on the sewer board. Solicitor Joseph responded that Mr. M. Rose would be able to serve as a board member on both boards; sewer and school are not incompatible offices. SERVICE
CONFLICT
QUESTION

ENGINEER'S REPORT

Engineer Fails reports that the Route 97 bids were very competitive. Engineer Fails summarized his review of the bids in a letter to the Board Members. Bids were tight for Contracts 2 and 3; the apparent low bidders are quality bidders and known to Hill Engineering. The Labor & Industry permit is still pending for a technical review. Engineer Fails reports that the apparent low bidder for Contract 1 was significantly lower than the other bidders due to the bidder's different approach to sheeting and shoring. Engineer Fails has requested more information from the bidder. There is not enough information at this time for Hill Engineering to make a recommendation regarding Contract 1. Discussion ensued.

ROUTE 97
PROJECT BIDS

Engineer Fails explained the base/alternate bid item for Route 97 Project Contract 3 for the construction of the new sewer line under I-90. The base bid was for a 24 inch steel casing to be jacked and bored (pushed) under I-90; a 12 inch pipe will be inside the casing. The alternate bid was for 12 inch HDPE pipe to be gradual-drilled (pulled) under I-90. The Board will decide when the contract is awarded.

CONTRACT 3
BASE/ALT BID

MANAGER'S REPORT

Manager Steff reports that the National Fuel Gas requires a Service Commitment and Indemnification Letter in order to obtain service at the future Route 97 Lift Station building. The fee is \$5,388.65 for a 10 year commitment and there is a penalty for early termination of service. Manager Steff recommends the Board authorize Chairman Fette to sign the agreement.

NATIONAL FUEL
AGREEMENT FOR
RT 97 PROJECT

Motion by Mr. Marsh, seconded by Mr. C. Rose, to enter into a 10 year Service Commitment and Indemnification Agreement with National Fuel Gas. Vote 4/0.

ACCEPT
AGREEMENT

Manager Steff reports that Engineer Scieford has prepared an amendment to the Act 57 Schedule of Fees adopted at the April meeting. Amendment #1 is to include the new capacity charges for New Road. Manager Steff recommends the Board adopt Amendment #1 to the Act 57 Schedule of Fees.

AMENDMENT #1
ACT 57 FEES

Motion by Mr. Welka, seconded by Mr. C. Rose, to adopt Amendment #1 to the Act 57 Schedule of Fees. Vote 4/0.

ADOPT
AMENDMENT #1

Manager Steff reports the after further talks with VNET regarding a new data backup system, the Authority will have two external drives; no cloud backup.

DATA BACKUP

Manager Steff distributed a draft budget to all Board Members for review and discussion. Discussion ensued. Manager Steff highlighted key items, such as the plan to replace the plow truck and redo the concrete at the front entrance of the building.

15-16 BUDGET
DRAFTED

NEW BUSINESS

Manager Steff proposed that the finance committee meet soon to discuss the Route 97 Lift Station Project and rates.

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With no further business to come before the Board, Mr. Marsh motioned to adjourn, seconded by Mr. Welka. Vote 4/0.

ADJOURN

Chairman Fette adjourned the meeting at 11:36 a.m.

Respectfully submitted by,

Caitlyn Haener
Administrative Supervisor