

**SUMMIT TOWNSHIP SEWER AUTHORITY
MONTHLY BUSINESS MEETING
NOVEMBER 19, 2015**

The regular monthly business meeting of the Summit Township Sewer Authority was called to order with the Pledge of Allegiance at 9:02 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: John Willow, Leon, Elda and Lee Wasielewski and Jim Welka. ROLL CALL

Motion by Mr. M. Rose, seconded by Mr. Marsh to approve the minutes of the October 29, 2015 Regular Business Meeting. Vote 5/0 10/29/15 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. M. Rose, seconded by Mr. Marsh to approve the Expenditure Report as submitted to and reviewed by all Board members. Vote 5/0 EXPENDITURES

RESIDENTS TO BE HEARD

Mr. John Willow (7221 Edinboro Rd), requested an update from the Board regarding his request to extend the existing sewer line south on Route 99 (Edinboro Road) and Hershey Roads. Engineer Fails responded that he received drawings from PA DOT for their intersection project at Route 99 and Hershey Roads and reviewed past plans in the area. Engineer Fails has started looking at the feasibility of potential future sewer line extensions in phases. Manager Steff added that Authority Board members inquired about the feasibility of backlot sewer north of the Hamot/Hershey intersection; this could potentially enable all of Hamot Road to be serviced by gravity. Mr. Willow believes the property lines north of the Hamot/Hershey intersection are conducive to backlot sewer and expressed that he would gladly work with the Authority to obtain the necessary easements. Engineer Fails will continue to work on the Route 99/Hershey Extension request and present to the Board at a later date. WILLOW:
ROUTE 99
EXTENSION
REQUEST

Mr. Willow left the meeting at 9:07 a.m.

Mr. Jim Welka and Mr. Leon Wasielewski, Developer of the Eldaberry Woods Subdivision Project on New Road, requested an update on the PA DEP Notice of Violation at the New Road Lift Station site. Engineer Fails responded that he has prepared cost estimates for two options: remediation and mitigation. Engineer Fails presented the options in detail. Solicitor Joseph added that he has drafted the land agreement that will be necessary, between the Wasielewski's and the Authority, for the ELDABERRY
WOODS / NEW
ROAD L.S. /
PA DEP NOV

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Authority to move ahead with the mitigation option – pending a written confirmation from the Army Corps of Engineers that 2:1 mitigation will be acceptable. Jim Welka added that he has identified the area on the Wasielewski property that is best suited for wetlands mitigation and he will provide an exhibit to Hill Engineering. Mr. C. Rose proposed that the Board send a letter to DEP to ask if the removal of top soil from the seeded area would be acceptable for remediation at the New Road Lift Station site, based on the 6/10 mile cleaned-up along New Road achieved by the extension of sanitary sewer to the area in the 2010 Sewer Extension Project. Mr. M. Rose further proposed the letter should request forgiveness of the remainder of the remediation based on the cost/benefit to the rate payers. Discussion ensued.

ELDABERRY
WOODS / NEW
ROAD L.S. /
PA DEP NOV
(Cont.)

Motion by Mr. C. Rose, seconded by Mr. M. Rose, to send a letter to PA DEP to ask if the removal of top soil from the seeded area would be acceptable for remediation at the New Road Lift Station site, based on the 6/10 mile cleaned-up along New Road and request forgiveness of the remainder of the remediation based on the cost/benefit to the rate payers.

REMEDATION
FORGIVENESS
LETTER TO
PA DEP

Vote: Yes – CR, MR, LM; No – CF, MW.

The Board agreed that the letter should also state that if the DEP will not accept the offer for a reduced remediation, the Authority will proceed with Option 2: Mitigation at an estimated cost of \$63,000. Engineer Fails and Manager Steff will work together to determine the correct square footage figures for the forgiveness request. Solicitor Joseph advised the Authority to continue to investigate the mitigation option while awaiting the response from DEP. The Board expressed unanimously that the Authority will continue to work with the Wasielewski's to resolve the permitting issues in an equitable way.

MITIGATION

Jim Welka and Leon, Elda and Lee Wasielewski left the meeting at 9:57 a.m.

SOLICITOR'S REPORT

Solicitor Joseph reports that he has worked on the PA DEP Notice of Violation issue and drafted an agreement as discussed earlier in the meeting.

Solicitor Joseph reports that he worked with Manager Steff to finalize a release agreement regarding the damaged trees at 2370 Dorn Road. The release agreement was transmitted to Manager Steff for presentation to Tony Lacastro.

LACASTRO TREES
(2370 DORN RD)

Solicitor Joseph reports that he is working on a Developer Agreement with David Lasher to connect his home at 2833 Flower Road. The Agreement will include a provision for partial reimbursement by the Authority as discussed at the October 29, 2015 Regular Business Meeting.

LASHER
DEVELOPER
AGREEMENT

Solicitor Joseph reports that he prepared an Audit Opinion Letter for Fiscal Year 2014-2015 in response to a request by the Auditor, Joseph Sadler, CPA.

AUDIT OPINION
LETTER

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Solicitor Joseph reports that he researched a possible bankruptcy issue regarding the October 30, 2013 Agreement between the Authority, Rose Yurasko-Stiles and her son, Raymond Yurasko of 8251 Oliver Road. The agreement called for the creation of an escrow account to receive regular payments until such a time that the balance would be sufficient to pay for a contractor to connect the home to sanitary sewer. Since 2013, Mr. Yurasko made regular payments per the terms of the agreement. Within the past month, a contractor was hired and the home was connected. At the same time, the Authority received notice that Mr. Yurasko filed for Chapter 7 bankruptcy protection. There were questions about whether the escrow agreement would be considered part of the bankruptcy estate. Solicitor Joseph reports that the escrow is not a part of the bankruptcy estate because the agreement is with Mrs. Stiles. Mr. Yurasko signed on in case the property were to transfer to him prior to the fulfillment of the agreement. Since the property transfer did not occur, the property is not included in his bankruptcy estate.

YURASKO-STILES
AGREEMENT
(8251 OLIVER RD)

ENGINEER'S REPORT

Engineer Fails reports that Route 97 Lift Station Project Contract 1 (General Construction of the Pump Station) is making progress with sheeting and removing material. Due to wet ground conditions, the contractor is opting to use three concrete support rings, instead of the original design using two rings. Engineer Fails will recommend that the intermediate ring and the top ring should be removed; the bottom ring is 30ft deep, but the other two rings could potentially interfere with future projects at the site. Engineer Fails recommends the second payment request from G.M. McCrossin in the amount of \$308,684.28.

ROUTE 97 L.S.
PROJECT UPDATE

Motion by Mr. M. Rose, seconded by Mr. Marsh, to authorize Payment 2 on Contract 1 to G.M. McCrossin in the amount of \$308,684.28. Vote 5/0.

AUTHORIZE
PAYMENT 2,
CONTRACT 1

MANAGER'S REPORT

Manager Steff reports that a standard Developer Agreement has been returned by Joe Palermo for the Copperleaf Project on Edinboro Road. The Authority has received the standard escrow deposit of \$2,500 and Manager Steff recommends the Authority enter into the agreement.

Motion by Mr. Marsh, seconded by Mr. C. Rose, to enter into the Developer Agreement with PLPX regarding the Copperleaf Development Project on Edinboro Road. Vote 5/0.

COPPERLEAF
DEVELOPER
AGREEMENT

Manager Steff reports that the Authority received seven bids and sold the 2002 Chevy Silverado to the highest bidder, Dan Krol, for \$11,600.

2002 CHEVY TRUCK
SOLD

NEW BUSINESS

Manager Steff reports that the audit meeting has been scheduled with auditor Joseph Sadler, CPA. Mr. Marsh and Mr. Fette will attend.

AUDIT MEETING
SCHEDULED

Mr. Fette requested to know if any residents have called the Authority about the rate increase. Administrative Supervisor Haener responded that three residents have called.

RATE INCREASE
UPDATE

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Manager Steff reports that the acceptance of credit cards is going smoothly and more residents are taking advantage of the new payment method than originally expected. New sewer bills have been printed to inform customers of the new electronic payment methods available; the new bills will go out in the December billing.

NOW ACCEPTING
CREDIT CARDS

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

ADJOURNMENT

Chairman Fette adjourned the meeting at 10:14 a.m.

Respectfully submitted by,

Caitlyn Haener
Administrative Supervisor