

SUMMIT TOWNSHIP WATER AUTHORITY
Reorganization & Regular Business Meetings
Tuesday, January 5, 2016

The reorganization meeting of the Summit Township Water Authority was called to order by Chairman Kupetz at 6:00 p.m., followed by a salute to the flag. Present were Authority members Kurtz, Haaf and Lacey. Also present were Solicitor Blakely, Engineer Maas, Manager Troutman and Recording Secretary Taylor. There was no one in the audience.

CALL TO ORDER

Motion by Haaf, seconded by Lacey, appointing James Kupetz as Chairman of the Authority Board, to serve until the first Tuesday of January 2017.

VOTE: 4/0

APPOINTMENTS:

- **CHAIRMAN**

Motion by Kurtz, seconded by Haaf, appointing John Lacey as Vice-Chairman of the Authority Board, to serve until the first Tuesday of January 2017.

VOTE: 4/0

- **VICE CHAIRMAN**

Motion by Haaf, seconded by Lacey, appointing Arthur Kurtz as Secretary of the Authority Board, to serve until the first Tuesday of January 2017.

VOTE: 4/0

- **SECRETARY**

Motion by Kurtz, seconded by Lacey, appointing Timothy Haaf as Assistant Secretary of the Authority Board, to serve until the first Tuesday of January 2017.

VOTE: 4/0

- **ASST SECRETARY**

Motion by Lacey, seconded by Kurtz, appointing Timothy Haaf as Treasurer of the Authority Board, to serve until the first Tuesday of January 2017.

VOTE: 4/0

- **TREASURER**

Motion by Haaf, seconded by Lacey, appointing Arthur Kurtz as Assistant Treasurer of the Authority Board, to serve until the first Tuesday of January 2017.

VOTE: 4/0

- **ASST TREASURER**

Motion by Lacey, seconded by Haaf, that Richard Blakely of Blakely & Blakely, LLC be appointed Solicitor for the Authority, to serve until the first Tuesday of January 2017 at the rate of \$130/hour.

VOTE: 4/0

- **SOLICITOR**

Motion by Haaf, seconded by Kurtz, that August Maas of Hill Engineering be appointed Engineer for the Authority, to serve until the first Tuesday of January 2017 at the rate of \$125/hour.

VOTE: 4/0

- **ENGINEER**

Motion by Lacey, seconded by Kurtz, designating all lending institutions with an office in Erie County as potential depositories for Water Authority funds in 2016.
VOTE: 4/0

**DEPOSITORIES
NAMED**

Motion by Haaf, seconded by Kurtz, establishing office hours for 2016 as 8:00 a.m. - 4:30 p.m., Monday through Friday, closed for lunch from 12:00 noon - 12:30 p.m.
VOTE: 4/0

OFFICE HOURS

Motion by Lacey, seconded by Kurtz, setting regular business meetings for 2016 as the first Tuesday of each month at 6:00 p.m., except when Monday is a holiday, in which case the meeting will be held the following Wednesday.
VOTE: 4/0

MEETING DATES

Motion by Kurtz, seconded by Haaf, to increase employee wages by 3% for 2016 effective the first payroll following this meeting.
VOTE: 4/0

EMPLOYEE WAGES

Motion by Kurtz, seconded by Haaf, to approve the same benefits as adopted by the Summit Township Supervisors for 2016, with the exception of pension which be equal to 6% of the employee gross wages.
VOTE: 4/0

EMPLOYEE BENEFITS

At this time, motion by Lacey and seconded by Kurtz to adjourn the Reorganization Meeting and commence with the Regular Business Meeting.
VOTE: 4/0

**REORGANIZATION
MEETING ADJOURNED**

Motion by Haaf, seconded by Kurtz, approving the minutes of the December 1, 2015 Regular Business Meeting, having been reviewed by all Board members.
VOTE: 4/0

**APPROVAL OF
MINUTES**

Motion by Kurtz, seconded by Lacey, approving the December Treasurer's Report as submitted.
VOTE: 4/0

**APPROVAL OF
TREASURER'S
REPORT**

Motion by Haaf, seconded by Kurtz, approving the December expenses as reviewed.
VOTE: 4/0

**APPROVAL OF
EXPENSES**

Engineer Maas reported that the public water supply permit application for the Moore Road Well #3 Project has been reviewed by DEP and was found to be complete. A technical review will follow and can take up to 120 days before the actual permit is issued.

**MOORE ROAD WELL
#3 PERMIT APP IN
REVIEW PHASE**

Maas further explained that he is still working on the design for the Moore Road backwash recycle system. Once complete, he will submit the necessary permit application to DEP.

**MOORE ROAD
BACKWASH RECYCLE
SYSTEM PROJECT
UPDATE**

Regarding the needed repairs to the RT 19 South Tower, Maas will prepare an estimate to be presented at the Water Authority's February meeting and then go out to bid in April or May. In addition to interior and exterior repairs, Maas recommended putting a mixer inside the tank to circulate the water and keep it from freezing and also help with the chlorine residual.

**REPAIRS TO BE MADE
TO RT 19 SOUTH
WATER TOWER**

The Old Perry Highway Pump Station remains off-line pending a meeting with DEP officials as requested.

**OLD PERRY HIGHWAY
PUMP STATION STILL
OFF-LINE**

Manager Troutman reported that the well rehab project is scheduled to begin as soon as weather permits.

**MOORE ROAD WELL
REHAB PROJECT
UPDATE**

The Campbell house is still waiting to be demolished. The contractor will begin as soon as Penelec is able to cut the existing electric supply.

**CAMPBELL HOUSE TO
BE DEMOLISH SOON**

Motion by Kurtz, seconded by Lacey, approving execution of a Developer's Agreement for the proposed IHOP restaurant on Peach Street.

VOTE: 4/0

**IHOP DEVELOPER'S
AGREEMENT
APPROVED**

With no further business to come before the Authority, motion by Kurtz, seconded by Haaf, to adjourn the meeting at 6:43 p.m.

VOTE: 4/0

ADJOURNMENT

Respectfully submitted,

Laura Taylor
Recording Secretary
1/22/16