

**SUMMIT TOWNSHIP SEWER AUTHORITY
MONTHLY BUSINESS MEETING
FEBRUARY 25, 2016**

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; 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: Leon, Elda and Lee Wasielewski. ROLL CALL

Motion by Mr. C. Rose, seconded by Mr. M. Rose, to approve the minutes of the January 28, 2016 Reorganization Meeting. Vote 5/0 1/28/16 REORG MINUTES

Motion by Mr. Marsh, seconded by Mr. C. Rose, to approve the minutes of the January 28, 2016 Regular Business Meeting. Vote 5/0 1/28/16 REG MINUTES

Motion by Mr. Welka, seconded by Mr. M. Rose, 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

RESIDENTS TO BE HEARD

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 submitted a Work Plan & Schedule to DEP regarding wetland mitigation. Engineer Fails explained that, based on input from Jim Welka: changes to the Eldaberry Lot #1 driveway were left out because the driveway was relocated to Lot #2, out of the wetland; the sewer line and corresponding manhole for the Eldaberry connection were left in. Manager Steff clarified that the manhole is in the wetlands, but it was left in because it was a part of the original agreement for the land transferred to the Authority from Mr. Wasielewski. DEP and the Army Corps of Engineers will review the Work Plan & Schedule and this will be the basis for the Consent Order & Agreement (COA). The Authority must now wait for the COA, in case the DEP wants to make any changes. In June 2016, the vegetation, soil and hydrology of the site can be analyzed and the DEP can make a determination about the boundaries of the wetland; in July 2016, a permit application will be submitted. After that, the timeline depends on when the permit is issued. Best case scenario would be that the permit is approved 90 days after it is submitted. ELDABERRY WOODS / NEW ROAD L.S. / PA DEP NOV

Leon, Elda and Lee Wasielewski left the meeting at 9:14 a.m.

SOLICITOR'S REPORT

Solicitor Joseph reports that he has reviewed the Work Plan & Schedule submitted to DEP regarding the NOV at the New Road Lift Station site. Solicitor Joseph had no comments.

NEW RD L.S. WORK
PLAN REVIEWED

Solicitor Joseph reports that he has submitted a final draft of the delinquent customer water shut-off agreement between the Summit Township Water Authority and the Summit Township Sewer Authority to Manager Steff for review and comment.

WATER SHUT-OFF
AGREEMENT

Solicitor Joseph reports that Manager Steff contacted him regarding proper procedure for selling an authority vehicle; Solicitor Joseph advised that the authority may sell the truck to another municipal entity without advertising for bids.

ADVERTISING
VEHICLE FOR SALE

ENGINEER'S REPORT

Engineer Fails reports that Route 97 Lift Station Project Contract 1 (General Construction of the Pump Station) the foundation construction is still underway. McCrossin has completed the concrete pour and the eastern wall has been placed; the first test results should be in. The second wall placement will be Tuesday. A new completion schedule was sent to the contractors for Contracts 2 and 3. Construction meetings are still taking place every other week; communication has been good. Engineer Fails recommends the fifth payment on Contract 1 to G.M. McCrossin in the amount of \$187,829.04.

ROUTE 97 LIFT
STATION
PROGRESS UPDATE

Motion by Mr. M. Rose, seconded by Mr. C. Rose, to authorize Payment 5 on Contract 1 to G.M. McCrossin in the amount of \$187,829.04. Vote 5/0.

AUTHORIZE
PAYMENT 5 ON
CONTRACT 1

Engineer Fails reports that he is working on financing, tap fees and user rates regarding the potential future Oliver Road-Route 99-Hamot Road-Hershey Road extension project.

FUTURE PROJECT

Engineer Fails reports that the Meadows Lift Station Upgrade Project needs to move forward as soon as possible. Engineer Fails is just getting started; the first step is to determine whether or not any part of the project has been approved already. A Sewage Facilities Planning Module must be approved by DEP, then Engineer Fails can work on the design and permitting. Engineer Fails has looked at flow data. Manager Steff added that he has been working with the operations staff regarding the electrical needs of the lift station and possibly purchasing shed structures from Fralo to better shield the panels and improve the working conditions for maintenance staff in inclement weather.

MEADOWS LIFT
STATION UPGRADE
PROJECT

MANAGER'S REPORT

Manager Steff reports that the preliminary financing information for the potential future Oliver Road-Route 99-Hamot Road-Hershey Road extension project will be ready soon. Manager Steff expects that he will contact the members of the Finance Committee for a meeting in late March.

FUTURE PROJECT
FINANCING

**Summit Township Sewer Authority
Monthly Business Meeting
February 25, 2016**

NEW BUSINESS

No new business.

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

ADJOURNMENT

Chairman Fette adjourned the meeting at 9:26 a.m.

Respectfully submitted by,

Caitlyn Haener
Administrative Supervisor