

**SUMMIT TOWNSHIP SEWER AUTHORITY
MONTHLY BUSINESS MEETING
MARCH 29, 2018**

The regular monthly business meeting of the Summit Township Sewer Authority was called to order with the Pledge of Allegiance at 9:00 a.m. by Chairman Fette at the Sewer Authority Building, 8890 Old French Road, Erie, Pennsylvania. CALL TO ORDER

Present: Chris Fette, Chairman; Cloyd J. Rose, Ass't Secretary; Mark Welka, Treasurer; William C. Steff, P.E., Manager; George Joseph, The Quinn Law Firm; Clayton J. Fails, P.E., Greenman-Pedersen; Caitlyn Haener-Schwab, Administrative Supervisor. Absent: Michael Rose, Vice Chairman; Laban Marsh, Secretary. Visitors: Chad Yurisc, Greenman-Pedersen. ROLL CALL

Motion by Mr. C. Rose, seconded by Mr. Welka, to approve the minutes of the February 22, 2018 Regular Business Meeting. Vote 3/0 2/22/18 REGULAR 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 3/0 TREASURER'S REPORT

Motion by Mr. Welka, seconded by Mr. C. Rose, to approve the Expenditure Report as submitted to and reviewed by all Board members. Vote 3/0 EXPENDITURES

SOLICITOR'S REPORT

Solicitor Joseph reports that the Department of State has approved the application to extend the life of the Authority by another 50 years. The Articles of Incorporation have been amended to extend the life of the Authority until February 27, 2068. ARTICLES OF EXTENSION APPROVED

Solicitor Joseph reports that he has rendered an opinion regarding incompatible offices. Mr. Marsh is currently running for a state representative seat. If elected as a state representative, the state constitution will require that Mr. Marsh resign from the Authority board. INCOMPATIBLE OFFICES

Solicitor Joseph reports that he has been researching the joint transportation agreements regarding allowable flows in the Route 99 and Route 19 corridors as they enter the Millcreek system. Solicitor Joseph has also reviewed many related documents. During the planning for the Route 99 subsystem, the design capacity was consistently acknowledged by Millcreek and Summit engineers to be 1.3 MGD, however Solicitor Joseph has not seen any evidence of a commitment to a split in the total allowable flow. The City of Erie does not differentiate between the Route 19 system and the Route 99 subsystem to the Route 19 system, so long as the Authority does not exceed 3.9 MGD for the combined flow on Route 19. Solcitor Joseph has provided a detailed written opinion on the matter for the public record. (Solicitor Joseph's letter dated March 19, 2018 is attached to the official record of this meeting.) CAPACITY ROUTE 99 & 19 CORRIDORS

ENGINEER’S REPORT

Engineer Fails introduced Chad Yurisic to the Board. Mr. Yurisic will take Engineer Fails’ place as the Authority Engineer following Engineer Fails’ planned retirement in May 2018.

YURISIC FIRST MEETING

Engineer Fails reports that he is working with the manufacturer to design a prefab building at the Meadows Lift Station. Engineer Fails has provided design review comments to develop the most efficient layout. Once the new drawings come back, Engineer Fails will begin permit applications. Mr. Welka asked if the upgraded Meadows Lift Station should have more land, as a buffer for residents. Engineer Fails replied that the Authority will have room to make a buffer with landscaping on the current lot.

MEADOWS LIFT STATION UPGRADE PROJECT

Engineer Fails reports that TecSmith installed seven meters on March 5, 2018 to begin monitoring for the Route 97 Inflow & Infiltration Investigation. The first data set has been downloaded. Manager Steff added that five of the seven meters appear to have provided good data, however one will need to be reset and another is in a line that may need some upstream cleaning. Operations staff will clean upstream next week.

INFLOW AND INFILTRATION MONITORING

Engineer Fails reports that he has reviewed documents provided by Manager Steff regarding the flows in the Route 99 and Route 19 corridors as they enter the Millcreek system. Engineer Fails also consulted with retired former Authority engineer, Doug Scieford. Engineer Fails determined that the intent during planning was for 1.3 MGD to flow through the Route 99 corridor and 2.6 MGD to flow through the Route 19 corridor. Engineer Fails has provided a detailed written opinion on the matter for the public record. (Engineer Fails’ letter dated March 28, 2018 is attached to the official record of this meeting.)

CAPACITY ROUTE 99 & 19 CORRIDORS

Engineer Fails reports that he has reviewed the flow data in the Route 99 and Route 19 corridors and referenced Manager Steff’s February 2018 report comparing capacity to average and peak flows. Engineer Fails began a discussion regarding retention planning. Engineer Fails advised that the capacity is underutilized on the Route 99 corridor. In the future, eliminating the Oliver Road Lift Station and diverting some flow from Route 19 to Route 99 would free up more capacity on Route 19. Engineer Fails further advised that starting preliminary sizing and layout work relative to future retention at the Route 19 site would be prudent. When conditions warrant moving forward with Route 19 retention, it would benefit the Authority to already have an understanding of how the retention system could be configured on the site, along with budget numbers.

FUTURE RETENTION PLANNING

Engineer Fails reports that regarding the Old Perry Relief Project: DEP is requiring that the Authority must submit planning and a part 2 permit due to the planned increase in capacity conveyance. Engineer Yurisic has submitted the Old Perry Relief Project plan and the part 2 permit application to DEP. A survey of the site has been scheduled.

OLD PERRY RELIEF PROJECT

MANAGER’S REPORT

Manager Steff reports that UMH PA Holly Acres has returned a signed easement agreement regarding the Holly Acres Expansion Project for the purposes of extending

UMH PA HOLLY ACRES EASEMENT

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gravity sewer along Gold Flower Street. Manager Steff recommends that the Board enter into the agreement.

Motion by Mr. Welka, seconded by Mr. C. Rose, to enter into the easement agreement with UMH PA Holly Acres regarding the Holly Acres Expansion Project. Vote 3/0.

ENTER INTO
HOLLY ACRES
EASEMENT
AGREEMENT

Manager Steff read an excerpt from the Authority's Rules and Regulations regarding the imposition of fines (Section 1002): "Any person found to be violating any provision of these rules and regulations shall be served by the Authority with written notice stating the nature of the violation. Each violation of these regulations is subject to a fine of \$1,000.00 plus any costs incurred by the Summit Township Sewer Authority due to the violation. Each day in which the violation continues shall be deemed a separate offense. The Authority may, at their sole discretion, waive the imposition of a fine and/or costs associated with a violation". Manager Steff reports that there have been two violations recently and he recommends that the Board consider waiving the fines based on the circumstances of each incident, individually.

RULES AND
REGULATIONS:
FINES

Manager Steff reports that a private maintenance issue caused Quaker Steak and Lube to discharged excessive fats, oil and grease in to the sanitary sewer. The discharge caused a backup that required professional cleaning services with a vac truck and a pump truck on February 28, 2018. A similar incident occurred at the location in 1999; Scott Enterprises was cooperative in resolving the problem and implemented a preventative maintenance routine. Manager Steff is recommending that the Board waive the fines for Scott Enterprises for this discharge incident because Scott Enterprises is a long-time customer in good standing and Manager Steff is anticipating that they will be as cooperative now as they were in the past. Scott Enterprises will be billed \$1,570.00 to recover the cost of the cleanup. Manager Steff will draft a letter for Solicitor Joseph to review. Manager Steff stressed that he is only recommending that the fine be waived regarding the February 2018 incident. If ever problem arises in the future, the Board will still be able to impose fines at that time.

QUAKER STEAK
AND LUBE
DISCHARGE

Motion by Mr. Welka, seconded by Mr. C. Rose, to waive the fines for Scott Enterprises related to the February 2018 Quaker Steak and Lube backup. Vote 3/0.

WAIVE FINES
FOR SCOTT
ENTERPRISES

Manager Steff followed up on the February 2018 Regular Business Meeting report that Presque Isle Downs was informed of several points at which storm water is entering the sanitary sewer system on properties owned by PIDI via several old, unused buildings. Manager Steff recommends that the Board waive the fines associated with illegal water entering the system because PIDI is a customer in good standing and the subject properties were existing when acquired by PIDI and were never used by PIDI, implying that the corporation would not have prior knowledge of the problem.

PIDI INFLOW AND
INFILTRATION

Motion by Mr. Welka, seconded by Mr. C. Rose, to waive the fines for Presque Isle Downs regarding inflow and infiltration at their old, unused buildings on Route 97. Vote 3/0.

WAIVE FINES
FOR PIDI

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Manager Steff reports that the Authority has a decommissioned tripod and the emerging sewer authority of Greene Township has expressed interest in it. Manager Steff added that there is little to no salvage value associated with the 20+ year old tripod; the Authority replaced the old tripod with new and improved equipment many years ago. Manager Steff recommends that Authority give the tripod to Greene Township for no charge, in the spirit of interagency cooperation.

DECOMMISSIONED
TRIPOD

Motion by Mr. C. Rose, seconded by Mr. Welka, to give the tripod to Greene Township at no charge. Vote 3/0.

GIVE TRIPOD TO
GREENE TWP

Manager Steff reports that a sewer capacity allocation issue has come to light regarding the new Erie Bank Sports Park (G.R.E.A.T.T.) at 8155 Oliver Road. When the development was first established as Family First Sports Park, it had a single owner and there was one meter. When the property was subdivided and 8159 Oliver Road was created, the sewer capacity was not divided. The current owners are aware of the issue and are privately negotiating the capacity reallocation. Solicitor Joseph recalled that reallocation was an issue with DEP in the past, but that may have been due to the moratorium. Solicitor Joseph will research the issue and discuss with Manager Steff.

8155 OLIVER RD
CAPACITY
ALLOCATION
ISSUE

NEW BUSINESS

No new business.

With no further business to come before the Board, Mr. C. Rose motioned to adjourn, seconded by Mr. Welka. Vote 3/0.

ADJOURNMENT

Chairman Fette adjourned the meeting at 9:51 a.m.

Respectfully submitted by,

Caitlyn Haener-Schwab
Administrative Supervisor