

**SUMMIT TOWNSHIP SEWER AUTHORITY  
MONTHLY BUSINESS MEETING  
JULY 26, 2018**

The regular monthly business meeting of the Summit Township Sewer Authority was called to order with the Pledge of Allegiance at 9:01 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; Chad Yurismic, P.E., Greenman-Pedersen; Caitlyn Haener-Schwab, Administrative Supervisor. Absent: Michael Rose, Vice Chairman; Laban Marsh, Secretary. Visitor: resident Duane Hudak (2471 New Rd). ROLL CALL

Motion by Mr. C. Rose, seconded by Mr. Welka, to approve the minutes of the June 28, 2018 Regular Business Meeting. Vote 3/0 6/28/18 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

Mr. Marsh arrived at the meeting at 9:05 a.m.

**RESIDENT TO BE HEARD**

Mr. Duane Hudak (2471 New Rd), Chairman of the Summit Township Zoning Hearing Board, asked general questions regarding the driving forces behind various sewer extensions and cost sharing with developers. Manager Steff stressed that the cost of developer driven extensions are rarely shared and almost always borne entirely by the developer. Manager Steff explained that when a developer is driving an extension, the Authority only pays if there are upgrades that better serve the larger area, such as extra depth or larger capacity pipes. An example of cost sharing would be: if a developer presents an acceptable plan to run a length of pipe for \$50K, but it would better align with the Township's comprehensive plan for that length of pipe to be deeper and/or have more capacity, and the estimated cost of the deeper/higher capacity plan is \$75K, the Authority would pay \$25K for the construction of the extra depth/larger pipe. Mr. Hudak asked for clarification of the driving force behind the 2010 Sewer Extension Project on New Road, Dorn Road and Procter/Merle/Melvin Roads. Chairman Fette explained that those project areas were selected due to known high failure rates; it was a clean-up project. Mr. Welka added that the Authority strives to stay ahead of projects before they are mandated by DEP and that effort keeps the costs down for all sewer customers. Mr. Hudak asked how many customers the New Road Lift Station is designed to serve. Manager Steff replied that the New Road Lift Station has a capacity of 120 gallons per minute and therefore would be able to serve 432 residential homes. HUDAK  
(2471 NEW RD)

**SOLICITOR’S REPORT**

Solicitor Joseph reports that he has been working with the Township on the Authority’s request that the Township vacate the paper street right-of-ways for Central Avenue and Grovedale Avenue from Harold Road to Queens Boulevard, and for Queens Boulevard from Old Perry Highway to Route 97. Solicitor Joseph reports that the township says there are additional requirements to process the request, including a subdivision plan. Solicitor Joseph will work with Summit Township Solicitor Sennett to clarify the additional requirements. Mr. Welka provided Manager Steff with a sample vacation plan that was approved by the township in the past for a different project as a possible guide.

RT 97 RETENTION  
STREET  
VACATION

Solicitor Joseph reports that Stoney Morton (143 Jefferson) has completed his Chapter 13 bankruptcy plan. The Authority has received payment in full for the delinquent balance due on the account.

MORTON  
(143 JEFFERSON)

Solicitor Joseph reports that he is planning to meet with Manager Steff and Billing Clerk Pfister to develop a strategy regarding a list of unique delinquent accounts. These accounts have been identified by the Authority because they have not connected to sewer, they have an unpaid assessment or they have delinquent sewer bills and they are not connected to water. The circumstances of each account will be reviewed to determine the best course of collection action for the Authority.

UNIQUE  
DELINQUENT  
ACCOUNT  
COLLECTIONS

**ENGINEER’S REPORT**

Engineer Yurisc reports that plans are on file with the township for the Old Perry Highway Relief and Retention Project. The 30 day public comment period has begun. To date, no written public comments have been received. The Summit Supervisors plan to vote on the plan August 6, 2018. Engineer Yurisc elaborated that at the August 6<sup>th</sup> meeting, the Supervisors will vote on a resolution to approve the plan for the parallel sewer; the other action needed is the Component 4A form that needs to be completed by the planning commission or the Zoning Administrator. Manager Steff added that Zoning Administrator Miller said the planned retention tanks aren’t currently meeting set-back requirements on Harold Road; Engineer Yurisc replied that the plan submitted is a high-level plan, there are still some fine details to work out in the field, such as the exact location of the tanks. Manager Steff added that there are some Right-of-Way issues to resolve with the Township; Mr. Welka replied that he is meeting with Township Engineer Jonas this afternoon to review the issues. Manager Steff added that there is also a side-lot set-back issue that would be resolved by consolidating the adjacent lots into one parcel. Solicitor Joseph recommends having a survey done and drafting a consolidation plan. Mr. Welka recommends a consolidation plan and vacation plan, for maximum clarity; then when the land development plan is submitted, it can reference back to a single map with all of the appropriate signatures on one recorded instrument.

OLD PERRY HWY  
RELIEF AND  
RETENTION  
PROJECT

Motion by Mr. Marsh, seconded by Mr. C. Rose, to retain GPI to survey the Authority’s Harold Road lots and for Solicitor Joseph to draft a consolidation plan. Vote 4/0.

COMMISSION  
HAROLD ROAD  
CONSOLIDATION  
PLAN

Engineer Yurisc reports that the Inflow and Infiltration metering in the Route 97 corridor is complete. The data was collected and preliminarily analyzed; the full report is pending.

RT 97 INFLOW &  
INFILTRATION

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Engineer Yurisc reports that the DCED grants that the Authority applied for will be awarded soon. Engineer Yurisc will relay any new information when it is available.

DCED GRANTS  
UPDATE

**MANAGER’S REPORT**

Manager Steff reports that he attended the July 17, 2018 Regular Meeting of the City of Erie Sewer Authority. At the meeting, PNC Public Finance gave a presentation on funding for the Erie Waste Water Treatment Plant Capital Improvement Project. The initial phase will cost \$28.8M. If all goes well, the first bonds will be issued in 2019. The second phase is anticipated to cost \$34.8M and begin in 2024. There might be a third phase, but few details are available at this time. Three financing options were presented by PNC: 10 year level debt, wrapped debt service and rate neutral restructuring. The current debt matures in 2030. The most favored proposal at this time was for extending the debt service to 2049. The Summit Township Sewer Authority would be better served to opt out of participating in the City of Erie’s financing plan. Manager Steff estimates that the Authority will have to contribute 2.5%, \$725,000 for the first phase. Discussion ensued regarding possible financing via a loan from the Supervisors and/or partially funding the Route 97 Retention Project with grant assistance from STIEDA. Mr. Welka and Mr. Marsh recommended that Manager Steff contact Richard Novotny with the Corry GEIDC talk about a low interest loan.

CITY OF ERIE  
CAPITAL  
IMPROVEMENTS  
PLAN UPDATE

Manager Steff reports that there was an overflow event at 8127 Nathan Circle. Maintenance staff at H&H Aero discovered sewage leaking from a manhole near their building. STSA Operations Foreman McAtee discovered that the upstream pump station was non-operations due to a blown fuse; the failure of the fuse shut down both pumps and the alarm notification system. Rewiring the alarm system should prevent an alarm failure in the event that a fuse blows in the future. A review of the alarm wiring at the other lift stations is underway. The back-up generator plan is also under review.

OVERFLOW  
EVENT

**ONGOING BUSINESS**

Mr. C. Rose prepared a handout regarding his proposed Alternative Master Sewer Plan – Direct Route to the City of Erie Waste Water Treatment Plant. The handout was distributed to all Board Members and Professional Staff. Mr. C. Rose described and clarified more details of the plan. Mr. C. Rose spoke to Paul Stano, Sewer Maintenance Supervisor for the City of Erie; Mr. Stano said that capacity in the Liberty Street connector is maxed out. Mr. C. Rose stated that the biggest hurdle to the plan is figuring out how to get in to the Erie Waste Water Treatment Plant. Mr. C. Rose urged the Authority to pursue grants to assist with the project costs. Chairman Fette and Engineer Yurisc expressed concern that DEP and other approvals would be difficult to obtain to run sewer under a creek and through a storm water tube. Manager Steff stated that a manhole would be required every 400ft along the ductile iron pipe; each manhole is an intrusion on the cross-section of the tube. The excavation of the manholes could present conflicts with under-drains and other utilities. Chairman Fette added that the Authority would incur engineering costs to get a true estimate of costs and develop a submittal for grant applications. Manager Steff stated that current annual transmission costs are around \$80,000 per year. Manager Steff estimates that Mr. C. Rose’s proposed project would cost \$25M; the estimate does not include the cost of the manholes or the life-cycle costs to maintain the pipe once installed. If the Authority finances the project for

ALTERNATIVE  
TRANSPORTATION  
PROPOSAL

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\$30M over 30 years at 5.25%, it could cost the Authority an estimated \$1.9M per year to pay off the project. For comparison, Manager Steff estimated the cost of retention in both the Route 97 & Route 19 corridors to be around \$6.4M, 30 years of financing at 5.25% would cost the Authority an estimated \$424,000 per year. Current transportation costs of \$80,000 plus retention project loan payments of \$424,000 are still only \$504,000 per year compared to the \$1.9M per year cost of the alternative transportation plan. Mr C. Rose stated that the alternative transportation plan will meet the ultimate needs of the township, when it eventually becomes fully developed; if the engineers can prove out the proper slope, the pipe would be able to transport 58MGD. (Currently the Authority owns 7.5MGD of the total 190MGD available in the Joint Transportation System.) Mr. C. Rose expressed concern that once the Authority starts building retention tanks, the opportunity for the alternative transportation plan will be missed. Manager Steff stated that the retention plan is aligned with the current Township Comprehensive Plan and will meet the foreseeable needs of the Township for at least 75 years. Mr. Welka reiterated that DEP permitting would likely be the biggest hurdle to the alternative transportation plan; Mr. Welka is still waiting to hear back from his contact at DEP for an initial opinion on the viability of the project. Mr. Welka stated that the Authority should wait for an initial opinion from DEP before expending any funds on the proposed project.

ALTERNATIVE  
TRANSPORTATION  
PROPOSAL (Cont.)

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

ADJOURNMENT

Chairman Fette adjourned the meeting at 10:29 a.m.

Respectfully submitted by,

Caitlyn Haener-Schwab  
Administrative Supervisor