

**SUMMIT TOWNSHIP SEWER AUTHORITY
MONTHLY BUSINESS MEETING
AUGUST 29, 2019**

The regular monthly business meeting of the Summit Township Sewer Authority was called to order with the Pledge of Allegiance at 9:10 a.m. at the Sewer Authority Building, 8890 Old French Road, Erie, Pennsylvania. CALL TO ORDER

Present: Chris Fette, Chairman; Laban Marsh, Secretary; Cloyd J. Rose, Ass't Secretary; William C. Steff, P.E., Manager; George Joseph, The Quinn Law Firm; Chad Yuriscic, P.E., Greenman-Pedersen; Caitlyn Haener-Schwab, Administrative Supervisor. Absent: Michael Rose, Vice Chairman; Mark Welka, Treasurer. Visitors: none. ROLL CALL

Motion by Mr. C. Rose, seconded by Mr. Marsh, to approve the minutes of the July 25, 2019 Regular Business Meeting. Vote 3/0 7/25/19 REGULAR MINUTES

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

SOLICITOR'S REPORT

Solicitor Joseph reported that he has been in communication with Manager Steff about ongoing options regarding Route 97 Surge Detention Project. Solicitor Joseph has discussed revising and resubmitting the site plan and the curative amendment. Solicitor Joseph does not have a recommendation at this time. ROUTE 97 SURGE DETENTION PROJECT

Solicitor Joseph reported that he has continued working on the issue of Route 97 deficiency notices, as a part of the inflow and infiltration mitigation effort. Solicitor Joseph researched the issue of selective enforcement and discriminatory treatment with regarding to different land owners. Solicitor Joseph advised the Authority on the notification process. ROUTE 97 DEFICIENCY NOTICES

Solicitor Joseph reports that he has been in communication with Billing Clerk McCaslin regarding water shut-off procedures. WATER SHUT-OFF

Solicitor Joseph reported that he has drafted a settlement agreement for 135 Fairfield Avenue in accordance with the repayment plan approved by the Board at a prior meeting. 135 FAIRFIELD SETTLEMENT DRAFTED

ENGINEER'S REPORT

Engineer Yuriscic reported that Konzel Construction has submitted a request for a change order to extend the timeframe of the Meadows Lift Station Upgrades contract. Konzel is requesting an additional ninety-six days due to the long lead time required to obtain the equipment specified for the project. The original deadline for substantial completion is August 27, 2019. Engineer Yuriscic recommends that the Board approve the request to extend the substantial completion date to November 15, 2019. MEADOWS LIFT STATION CONTRACT: EXTENSION REQUESTED

**Summit Township Sewer Authority
Monthly Business Meeting
August 29, 2019**

Motion by Mr. Marsh, seconded by Mr. C. Rose, to approve the Meadows Lift Station Upgrades Project, Change Order #1, to extend the Konzell Construction Contract substantial completion date by ninety-six days, to November 15, 2019. Vote 3/0.

MEADOWS LIFT
STATION
CONTRACT:
EXTENSION
GRANTED

Engineer Yurisc reported that the Route 97 Lift Station storm water inspection is complete. The report will be submitted to the Summit Township Zoning office next week.

ROUTE 97 STORM
WATER REPORT

Engineer Yurisc reported that he has been working on the Route 19 Surge Detention Project. Engineer Yurisc is waiting for DEP to provide requested forms.

ROUTE 19 SURGE
DETENTION
PROJECT

Engineer Yurisc reports that he is working on evaluating leaks and estimating costs using the data collected during the Route 97 Inflow and Infiltration Investigation Project. Manager Steff reminded the Board that the Authority plans to send Deficiency Notices to property owners with identified connection defects in the Route 97 corridor soon. Discussion ensued.

ROUTE 97 I&I
INVESTIGATION
PROJECT

Mr. Welka arrived at 9:22 a.m.

MANAGER'S REPORT

Manager Steff requested the reallocation of some funds in the budget. Currently, \$40,000 is designated for Route 97 inflow and infiltration repairs and Manager Steff recommends that the budgeted funds should be reallocated to Route 97 inflow and infiltration investigation. Manager Steff explained that the reason for the request is the delay in the Route 97 Surge Detention Facility. Manager Steff now believes it is in the best interest of the township to increase the inflow and infiltration mitigation effort now and possibly lower the peaking factor in the Route 97 Corridor to extend the life of the existing capacity. The level of investment needed now is much greater than the \$40,000 annual budget. Manager Steff met with Engineer Yurisc to review the data collected and prioritize the repairs. Not all of the system south of I-90 has been investigated. It would be most efficient to include as much I&I Mitigation work as possible into one bid contract. Manager Steff will prepare a repair project budget for Board approval at a future meeting.

REQUEST TO
REALLOCATE
BUDGETED FUNDS

Motion by Mr. C. Rose, seconded by Mr. Marsh, to reallocate \$40,000 from Route 97 Inflow and Infiltration Repairs to Route 97 Inflow and Infiltration Investigation. Vote 4/0.

REALLOCATION
APPROVED

Manager Steff reports that he is working on the 10 Year Spending Plan and the potential future promissory note with the Summit Supervisors. Manager Steff reports that the township is planning on converting maturing CD's to money market accounts to make their reserves more liquid in preparation for the future loan to the Authority. Mr. Welka added that all three current supervisors are aware of the plan and added that he thinks that the best way in invest the township's money is to invest in our own infrastructure.

TEN YEAR
SPENDING
PLAN UPDATE

**Summit Township Sewer Authority
Monthly Business Meeting
August 29, 2019**

Manager Steff reports that Maleno, the developer of the proposed Summit Pointe Subdivision Project planned for Hamot Road, has put the project on hold until at least next year, but Maleno also said that they may not go through with the project at all. Manager Steff reminded the Board that the Summit Pointe Project would have been a cost-sharing partner in the construction of the Hamot Road Lift Station on the Cornelius property. When the Authority was planning on acquiring the new Hamot Road Lift Station from Maleno, the plan was to abandon the Oliver Road Lift Station. Now that the Summit Pointe Project may not happen, the Authority should reconsider upgrading the Oliver Road Lift Station. Discussion ensued. Manager Steff recommends that whether or not to proceed with a potential future Hamot Road Lift Station should be revisited at a future meeting. Manager Steff recommends that the Board should proceed with the Oliver Road Gravity Project as a stand-alone, rather than tied to any larger project.

SUMMIT POINTE
PROJECT
DELAYED

Motion by Mr. Marsh, seconded by Mr. Welka, to proceed with the Sewer Facilities Planning and design of the Oliver Road Gravity Project.
Vote 4/0.

APPROVE OLIVER
GRAVITY PROJECT

Manager Steff requested that the Board move to executive session to discuss personnel matters pertaining to continuing education.

Motion by Mr. Marsh, seconded by Mr. Welka, to enter into executive session at 10:04 a.m. for the purpose of discussing personnel matters.
Vote 4/0.

EXECUTIVE
SESSION

The Board returned from executive session at 10:39 a.m.

ONGOING BUSINESS

Mr. C. Rose distributed a packet to all members present including a list of logistical notes, labelled maps and photos. Mr. C. Rose explained planning details regarding his proposed alternative transportation plan via the Millcreek Tube. Mr. C. Rose stated that if the Authority designs the project now, we can put it on the shelf and have a shovel ready project available when the political timing is right.

C. ROSE:
ALTERNATIVE
TRANSPORTATION
PLAN

Mr. Welka left the meeting at 10:52 a.m.

Discussion of Mr. C. Rose's proposal ensued. Manager Steff stressed that the hard costs of downstream transportation have already been paid via the Authority's participation in Millcreek and City of Erie past upsizing projects.

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

ADJOURNMENT

Chairman Fette adjourned the meeting at 11:02 a.m.

Respectfully submitted by,

Caitlyn Haener-Schwab
Administrative Supervisor