

SUMMIT TOWNSHIP WATER AUTHORITY
Reorganization Meeting
Tuesday, January 7, 2020

Vice Chairman Lacey called the Reorganization Meeting of the Summit Township Water Authority for 2020 at 6:00 p.m., followed by a salute to the flag. Authority members Kurtz, Schaefer, Davis and Stevens were present, as were Solicitor Blakely, Engineer Maas, Engineer Reed, Manager Mitchell, Foreman Hiles and Recording Secretary Taylor. There was no one in the audience.

CALL TO ORDER

Motion by Kurtz, seconded by Stevens, that Tony Davis be appointed Chairman of the Authority Board for 2020.

VOTE: 5/0

APPOINTMENTS:

- **CHAIRMAN**

Motion by Kurtz, seconded by Davis, that Jack Lacey be appointed Vice Chairman of the Authority Board for 2020.

VOTE: 5/0

- **VICE CHAIRMAN**

Motion by Lacey, seconded by Schaefer, that Art Kurtz be appointed Secretary of the Authority Board for 2020.

VOTE: 5/0

- **SECRETARY**

Motion by Kurtz, seconded by Lacey, that Sid Schaefer be appointed Assistant Secretary of the Authority Board for 2020.

VOTE: 5/0

- **ASST SECRETARY**

Motion by Lacey, seconded by Davis, that Larry Stevens be appointed Treasurer of the Authority Board for 2020.

VOTE: 5/0

- **TREASURER**

Motion by Lacey, seconded by Kurtz, that Sid Schaefer be appointed Assistant Treasurer of the Authority Board for 2020.

VOTE: 5/0

- **ASST TREASURER**

Motion by Kurtz, seconded by Lacey, that Richard Blakely of Blakely & Blakely, LLC be appointed Solicitor for the Authority for 2020 at a rate to be determined at next month's meeting.

VOTE: 5/0

- **SOLICITOR**

Motion by Kurtz, seconded by Schaefer, that August Maas of Greenman-Pedersen, Inc. be appointed Engineer for the Authority for 2020 at a rate to be determined at next month's meeting.

VOTE: 5/0

- **ENGINEER**

Motion by Kurtz, seconded by Davis, designating all lending institutions with an office in Erie County as potential depositories for Water Authority funds in 2020.

DEPOSITORIES NAMED

VOTE: 5/0

Motion by Kurtz, seconded by Schaefer, establishing office hours for 2020 as 8:00 a.m. – 4:30 p.m., Monday through Friday, closed for lunch between 12:00 and 12:30 p.m.

OFFICE HOURS

VOTE: 5/0

Motion by Kurtz, seconded by Schaefer, that regular business meetings for 2020 be held on 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 at 6:00 p.m.

MEETING DATES

VOTE: 5/0

Motion by Schaefer, seconded by Lacey, to award wage increases for Authority employees Hayford and Clark (rate schedule on file at the Water Authority Office).

EMPLOYEE WAGES

VOTE: 5/0

Motion by Davis, seconded by Kurtz, to approve the same benefits as adopted by the Summit Township Supervisors for 2020, with the exception of pension which will be equal to 10% of the employee’s gross wages.

EMPLOYEE BENEFITS

VOTE: 5/0

With no further business to be conducted, motion by Kurtz, seconded by Lacey, to adjourn the 2020 Reorganization at 6:08 p.m.

ADJOURNMENT

VOTE: 5/0

Respectfully submitted,

Laura Taylor
Recording Secretary
1/10/2020

SUMMIT TOWNSHIP WATER AUTHORITY
Regular Business Meeting
Tuesday, January 7, 2020

The Regular Business Meeting of the Summit Township Water Authority was called to order by Chairman Davis at 6:08 p.m., immediately following the 2020 Reorganization Meeting.

CALL TO ORDER

It was noted that Larry Stevens was appointed by the Township Supervisors to fill an open term on the Authority Board.

**NEW BOARD MEMBER
INTRODUCED**

Motion by Schaefer, seconded by Stevens, to approve the December 3, 2019 minutes as corrected, having been reviewed by all Board members.

**APPROVAL OF
CORRECTED MINUTES**

VOTE: Kurtz, Schaefer, Lacey and Davis – aye

Stevens abstained as he was not present at the December 3rd meeting

Motion by Schaefer, seconded by Lacey, approving the December Treasurer's Report as submitted.

**APPROVAL OF
TREASURER'S REPORT**

VOTE: Kurtz, Schaefer, Lacey and Davis – aye

Stevens abstained as he was not a Board member in December

Motion by Kurtz, seconded by Schaefer, approving the December expenses as reviewed by all Board members.

**APPROVAL OF
EXPENSES**

VOTE: Kurtz, Schaefer, Lacey and Davis – aye

Stevens abstained as he was not a Board member in December

Motion by Kurtz, seconded by Lacey, to approve the Developer's Agreement with RM Holdings, LLC (also known as Calamar) for construction of a proposed senior living complex to be located at the site of the former Family First soccer fields.

**DEVELOPER'S AGRMT
WITH CALAMAR**

VOTE: 5/0

Engineer Maas reported that he, along with Manager Mitchell and Foreman Hiles, met with Jeremy Hedderick and Mark Rose of Lord Corporation to address concerns over Lord's testing without advance notification. Lord's next test is scheduled for January 9, 2020. Since this will not allow the Authority enough time to prepare, the test date has been postponed until February 13th. Gauges will be used to monitor the pressure during the test and the results will then be evaluated and shared with Lord officials at a future meeting. Results will determine future testing requirements (i.e. lower flow rate or use of their storage tank). The Authority must also address DEP's new regulation that requires water to be dechlorinated prior to discharge.

**MEETING WITH
LORD CORPORATION**

Moore Road Wells #1 & #2 have not been operating at their peak efficiency and past cleanings have not increased well yield. Furthermore, Rube Road Well has been shut down altogether as it was thought to be the cause of past dirty water complaints. This leaves Moore Road Well #3 as the main supply. For this reason, The Authority requested a proposal from Groundwater Resources which includes a geological study of the condition of the well fields to aid in the determination of optimum well site to drill a new well and/or rehabilitate existing wells once again. The total cost for this service is \$5,800.

**GROUNDWATER
RESOURCES
PROPOSAL FOR
MOORE ROAD
WATER WELLS**

Motion by Schaefer, seconded by Kurtz, to accept this proposal as described above.

VOTE: 5/0

**GROUNDWATER
RESOURCES PROPOSAL
APPROVED**

In order to keep up with Erie Water Works annual rate increases, Mitchell proposed a matching rate increase of our own equal to 6.7%.

**ERIE INCREASES
SUMMIT'S WATER RATE**

Motion by Kurtz, seconded by Schaefer, to increase the water rate from \$7.53 to \$8.03 for every 1,000 gallons. The bulk rate will increase to \$9.03.

VOTE: 5/0

**WATER AUTHORITY
APPROVES RATE
INCREASE**

In other business, Manager Mitchell proposed price increases for the inspection fee and meter flow test charge, stating that the Authority is actually losing money on both when factoring in current employee wages and the time it takes to perform these tasks.

**INSPECTION FEE AND
METER FLOW TEST
CHARGE REVIEWED**

Motion by Stevens, seconded by Schaefer, to increase the inspection fee from \$50 to \$100 and the meter flow test from \$30 to \$80.

VOTE: 5/0

**APPROVAL TO INCREASE
INSPECTION FEE AND
METER FLOW TEST
CHARGE**

Since the Authority has had no activity on the account at Northwest Savings Bank since that was opened many years ago, a motion was made by Lacey and seconded by Schaefer to close said account and using the money to open a new account with First National Bank.

VOTE: 5/0

**NORTHWEST SAVINGS
BANK ACCOUNT TO BE
CLOSED**

Amendment of the Rules & Regulations which requires businesses to replace aging meters was tabled until Attorney Blakely has a chance the review proposed changes.

**AMENDMENT TO RULES
AND REGULATIONS
TABLED**

Motion by Kurtz, seconded by Schaefer, to switch payment processing providers from Municipipay to Payment Service Network.

VOTE: 5/0

**APPROVAL TO
CHANGE ONLINE
PAYMENT PROVIDES**

In other business, a motion was made by Stevens and seconded Lacey, to send surveys to residents along Old French Road, from Picnicana Park to Lee Road, and along RT 19 from the South Tower to Elk Creek Road.

VOTE: 5/0

**SURVEYS TO BE SENT
THE AREAS ALONG OLD
FRENCH AND RT 19**

Vice Chairman Lacey asked Chairman Davis about adding Water Authority employees to the Township's medical insurance policy as possibly a cost savings benefit. After a brief discussion, it was determined that there would be no benefit since you need at least 75 employees. As a result, the Water Authority will continue to maintain a policy separate from the Township.

**POSSIBILITY OF
WATER AUTHORITY
EMPLOYEES TO JOIN
TOWNSHIP'S HEALTH
INSURANCE PLAN**

Discussion also ensued over the Township helping the Authority with vehicle maintenance and inspections. In the spirit of cooperation, Davis agreed to extend the township's help.

**TOWNSHIP TO HELP
WITH AUTHORITY
VEHICLES**

With no further business to come before the Board, motion by Kurtz, seconded by Schaefer, to adjourn the meeting at 6:41 p.m.

ADJOURNMENT

VOTE: 5/0

Respectfully submitted,

Laura Taylor
Recording Secretary
1/10/20