

SUMMIT TOWNSHIP WATER AUTHORITY
Regular Business Meeting
Tuesday, December 3, 2019

The regular business meeting of the Summit Township Water Authority was called to order by Vice Chairman Lacey at 6:00 p.m., followed by a salute to the flag. Present were Authority members Kurtz, Schaefer and Davis. Also present were Solicitor Blakely, Engineer Maas, Acting Manager Mitchell, Foreman Hiles and Recording Secretary Hayford. There was no one in the audience.

CALL TO ORDER

It was noted that Bob Mitchell submitted his resignation as a member of the Board and Tony Davis was appointed, by Summit Township, to fulfill his term.

Tom Bickel also submitted his resignation on December 2, 2019.

Vice Chairman Lacey asked that the minutes of the November 6, 2019 Regular Business Meeting reflect that Bob Mitchell was appointed as the *Acting* Manager of the Authority.

APPROVAL OF MINUTES
AS CORRECTED

Motion by Kurtz, seconded by Schaefer, to approve the minutes as corrected, having been reviewed by all Board members.

VOTE: Kurtz, Schaefer and Lacey – aye

Davis abstained as he was not present at the November 6th meeting.

Motion by Kurtz, seconded by Schaefer, to approve the November Treasurer's Report, as submitted.

APPROVAL OF
TREASURER'S REPORT

VOTE: Kurtz, Schaefer and Lacey – aye

Davis abstained as he was not a Board member in November

Motion by Schaefer, seconded by Kurtz, that said amounts be drawn upon the treasury for payment of the November 2019 expenses.

APPROVAL OF EXPENSES

VOTE: Kurtz, Schaefer and Lacey – aye

Davis abstained as he was not a Board member in November

There was no action taken on Agenda item #5

(Appoint Treasurer & Assistant Secretary to replace Bob Mitchell)

Motion by Kurtz, seconded by Schaefer, amending the Tapping Charge for multi-family dwellings, with commercial zoning, to .666 of the standard commercial charge. (Currently the standard charge is \$9.50/gallon/day) Multi-family is defined as more than 4 units and re-determination will be completed after 6 full quarters of usage with a minimum of 90% occupancy.

TAPPING FEE FOR
MULTI-FAMILY DWELLINGS
WITH COMMERCIAL
ZONING

VOTE: 4/0

Motion by Schaefer, seconded by Lacey, designating Laura Taylor as trustee for the Authority's retirement plan.

RETIREMENT PLAN
TRUSTEE DESIGNATED

VOTE: 4/0

Acting Manager Mitchell presented sealed bids for the sale of the Authority's 2006 Caterpillar excavator and 2002 Caterpillar backhoe.

BIDS ACCEPTED FOR
SALE OF EQUIPMENT

Dennis J Dwyer: \$50,001.00 total for both pieces of equipment

Church Brothers Inc: \$34,600.00 for the excavator and \$16,600.00 for the backhoe

Motion by Schaefer, seconded by Kurtz, awarding the sale of said equipment to Church Brothers Inc for the total price of \$51,200.00.

VOTE: 4/0

Mitchell explained that the 2008 Ford F-250 pick-up truck is beginning to need costly repair and recommends that it be sold before its value significantly decreases.

Motion by Schaefer, seconded by Kurtz, to list the 2008 Ford F-250 utilizing Municibid's Online Government Auctions.

VOTE: 4/0

**2008 FORD F-250
TO BE SOLD**

Mitchell further explained that the Summit Township Sewer Authority will soon be selling their used ¾ ton pick-up truck and feels that it will meet our needs.

Motion by Kurtz, seconded by Davis, to negotiate the purchase of the Sewer Authority's truck.

VOTE: 4/0

**PURCHASE OF TRUCK
FROM SEWER AUTHORITY**

The DEP has outlined several requirements that need to be addressed such as emergency generators and security systems at each of our sites. A meeting will be scheduled to further discuss these items as well as the status of an operations permit at the Old Perry Highway take point.

**DEP REQUIREMENTS
TO BE MET**

With respect to purchasing a TopCon GIS mapping system, Engineer Maas recommends that Mitchell and Hiles first meet with the survey department at Greenman-Pedersen to ensure that the proposed equipment will meet our needs.

GIS MAPPING SYSTEM

Seven candidates for employment were recently interviewed by members of the Board, Acting Manager Mitchell and Foreman Hiles.

Motion by Schaefer, seconded by Kurtz, to hire Lisa Culbertson, effective January 2020, with an introductory period of up to 180 days, at a rate to be filed at the Water Authority office. Other benefits will be given as described in the personnel code.

VOTE: 4/0

**LISA CULBERTSON
HIRED**

Mitchell explained that Lisa's primary duty will be performing lab testing throughout the system and ensuring that we comply with DEP regulations. She will also assist the field crew as needed.

Motion by Schaefer, seconded by Davis, to hire Adam Wilps, effective January 2020, with an introductory period of up to 180 days, at a rate to be filed at the Water Authority office. Other benefits will be given as described in the personnel code.

VOTE: 4/0

**ADAM WILPS
HIRED**

Adam will be assigned to the field crew and system maintenance.

Motion by Kurtz, seconded by Schaefer, to provide monetary compensation to any full-time employee who chooses to opt-out of the Authority's health insurance benefit. This amount will be equal to 50% of the premium cost for the category of coverage for which the employee is otherwise eligible. Mitchell further explained that this is consistent with what the Summit Township Supervisors have adopted for their employees.

COMPENSATION FOR EMPLOYEES WHO OPT-OUT OF INSURANCE BENEFIT

VOTE: 4/0

Engineer Maas reported that he has drafted a letter to Parker-Hannifen, the new buyer of the former LORD Corporation, to address ongoing concerns with the testing of their fire system. A meeting will be scheduled with the new management in order to discuss future testing and eliminating direct use of the distribution system by utilizing existing/future storage tanks on their property.

MEETING TO BE SCHEDULED WITH PARKER-HANNIFEN

Regarding the well fields, Maas reminded the Board that Rube Rd wells were taken out of production as there was belief that they were contributing to the poor water complaints. By doing so, all of our well water is coming solely from Moore Rd. Wells #1 and #2 have already been through a rehab process and their production is beginning to decrease again. Currently, well #3 is our only viable source of ground water.

STATUS OF RUBE AND MOORE ROAD WELLS

Maas strongly recommends that we seek a proposal from Ground Water Resources for the installation of a test well at Moore Rd and to again rehab #1 & #2.

PROPOSAL FOR TEST WELL AND ADDITIONAL REHAB

Motion by Shaefer, seconded by Davis, to obtain a proposal from Ground Water Resources for the services discussed.

VOTE: 4/0

Lastly, Maas mentioned that the plastic balls used at Moore Rd to aerate the water and aid in the treatment process are due to be replaced. He will follow up on a quote previously submitted by Konzel.

MEDIA TO BE REPLACED

In other business, Vice Chairman Lacey expressed hesitation over re-hiring Bob Mitchell and providing him with an income after already drawing on his 401K. He worries that doing so could have an adverse effect on the Authority's retirement plan as a whole.

Motion by Kurtz, seconded by Davis, to hire H. Robert Mitchell as Manager of the Authority contingent upon receipt of an official letter from The Vargo Company that there are no conflicts with this 401K. Compensation will be retro-active to his first day worked as requested.

H. ROBERT MITCHELL HIRED

VOTE: 4/0

Finally, Mitchell asked for consideration in purchasing an excavator vacuum pump and explained the benefits that this equipment will bring.

Motion by Kurtz, seconded by Schaefer, authorizing the purchase of the vac at an approximate cost of \$88,000 through the co-stars program.

EXCAVATOR VACUUM PUMP TO BE PURCHASED

VOTE: 4/0

With no further business to come before the Authority, motion by Kurtz, seconded by Davis, to adjourn the meeting at 7:15 p.m.

ADJOURNMENT

VOTE: 4/0

Respectfully submitted,

Gretchen L Hayford
Recording Secretary
12/16/2019