

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

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

CALL TO ORDER

Motion by Kurtz, seconded by Schaefer, to approve the minutes of the June 2, 2020 Regular Business Meeting as presented, having been reviewed by all Board members.
VOTE: 5/0

APPROVAL OF MINUTES

Motion by Stevens, seconded by Kurtz, to approve the June Treasurer's Report, as submitted.
VOTE: 5/0

**APPROVAL OF
TREASURER'S REPORT**

Motion by Schaefer, seconded by Kurtz, that said amounts be drawn upon the treasury for payment of the June 2020 expenses.
VOTE: 5/0

APPROVAL OF EXPENSES

After a brief discussion which included talk of adding a Capital Improvement Fund and possibly raising rates to exceed Erie's annual increase, motion by Schaefer, seconded by Lacey, to adopt the preliminary budget for fiscal year ending August 31, 2021.
VOTE: 5/0

**APPROVE PRELIMINARY
BUDGET**

Engineer Reed suggested re-permitting the wells at Rube Road as reserve wells in order to lessen the amount of required water samples and associated costs. If there ever comes a time the Authority would like to start re-using these wells, they would have to be tested prior to re-start.

**ENGINEER'S REPORT:
RE-PERMITTING OF RUBE
ROAD WELLS**

Groundwater Resources recently found favorable locations for a test well at the Moore Road Well Fields and submitted a proposal for drilling a test well. This would not only increase our production but also decrease the amount of water purchased from Erie. Groundwater Resources advised that it will be a full two year process from the start of the test well until the production well is complete. Mitchell then asked Reed to check on getting an emergency permit to drill a new well at Moore Road because of only having one operational production well. Once a new production well is in service, the Authority can re-permit Moore Road Wells 1 and 2 as reserve also.

**MOORE ROAD TEST WELL
UPDATE**

Reed said she is still attempting to set up a meeting with the DEP to resolve outstanding issues and to obtain an Operations Permit for the RT 97/Old Perry Highway Take Point.

**DEP MEETING TO BE
SCHEDULED**

Regarding the proposed Five Points Roundabout Project, Reed informed that she will be starting the design work soon.

**FIVE POINTS ROUNDABOUT
PROJECT**

Lastly, Reed said that she will schedule an inspector for the Calamar Project once it gets started.

CALAMAR PROJECT

Regarding the purchase of GIS equipment, motion by Kurtz, seconded by Schaefer, to

**APPROVAL TO PURCHASE
GIS EQUIPMENT**

approve said purchase.

VOTE: 5/0

APPROVAL TO PURCHASE GENERATOR FOR HERSHEY ROAD PUMP STATION

Motion by Schaefer, seconded by Kurtz, approving the purchase of a generator for the Hershey Road Pump Station.

VOTE: 5/0

APPROVAL FOR GRETCHEN HAYFORD TO ATTEND BACKFLOW SCHOOL

Motion by Schaefer, seconded by Stevens, approving Gretchen Hayford’s attendance to a Backflow Prevention Assembly Tester Certification course from September 28 – October 2, 2020.

VOTE: 5/0

QUOTES RECEIVED FOR MOORE ROAD TEST WELL

Manager Mitchell reported that he received the following two quotes for the Moore Road test well:

Groundwater Resources - \$41,995

Rindfuss - \$36,250

Engineer Reed was asked to review the quote from Rindfuss Drilling and noticed there was no mention of DEP notification and pre-drilling plan report/summary of the test results which was included in the quote from Groundwater Resources. After a brief discussion, it was decided to table this matter until the Authority can confirm that the quote from Rindfuss includes these services.

NEW SERVICE LINE FOR PA ACADEMY DORMS ON OLIVER ROAD

Manager Mitchell reported that the dorms on Oliver Road which are owned by PA Academy Corp are still being serviced by the same meter pit which supplies GREAT Inc. even though it is on a different parcel of land. If the Authority would ever have to shut off water service to GREAT for non-payment, that would affect the dorms. Mitchell stated that the dorms must have their own separate service line to prevent this from happening. Discussion ensued after which a motion was made by Kurtz and seconded by Schaefer, to make PA Academy install a separate service line.

VOTE: 5/0

ARCHITECTURAL PROPOSALS RECEIVED FOR NEW BUILDING

Two architectural proposals were requested for the construction of a new building for the Water Authority. Mike Grab submitted one proposal; however, we are still waiting to receive the other one from Jeff Holes. As a result, this matter will be tabled until the August meeting.

PROPOSAL FOR REPLACE ROTTEN BOLTS ON VALVES IN GLENMAR GARDENS

Dwyer Plumbing submitted Proposal #2020-46 for digging up and replacing rotten bolts on valves at the rate of \$715 per valve. Manager Mitchell explained that we are paying an average of \$3,000 for each emergency call-in. Mitchell also explained that the valves and bolts in Glenmar Gardens date back to 1995 and need to be replaced in order to reduce the number and expense of these emergency repairs. Work would not start until this Fall.

APPROVAL OF PROPOSAL #2020-46

Motion by Kurtz, seconded by Schaefer, to approve Proposal #2020-46.

VOTE: 5/0

SYSTEM-WIDE WATER LINE FLUSHING UPDATE

Mitchell informed Board members that the first phase of the system-wide water line flushing was completed in June. Areas included Old French Road, Townhall Road and

Ennis Subdivision. The second phase will occur on July 21st and 22nd and will include Dorn Road, Hessinger Drive, Glory, Hamot Estates Subdivision and Valley view. Mitchell plans to flush RT 97, Lee Road and Shunpike Road possibly in September. Since the last meeting, a couple of complaints were received and handled immediately. Mitchell feels that with complaints will diminish with annual system-wide flushing.

**TOWNSHIP WEBSITE TO BE
UPDATED**

Lastly, Vice Chairman Lacey noticed that some information on the Township's website concerning the Water Authority needs updating. Changes will be made immediately.

ADJOURNMENT

With no further business to come before the Authority, motion by Kurtz, seconded by Schaefer, to adjourn the meeting at 6:48 p.m.

VOTE: 5/0

Respectfully submitted,

Laura J. Taylor
Recording Secretary
7/9/2020