

SUMMIT TOWNSHIP WATER AUTHORITY
Regular Business Meeting
Tuesday, April 6, 2021

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 Lacey, Stevens and Kurtz. Also present were Solicitor Blakely, Manager Mitchell, Assistant Manager B. Hiles and Recording Secretary K. Hiles. Schaefer was absent; there were 2 people in the audience.

CALL TO ORDER

Motion by Stevens, seconded by Lacey, to approve the minutes of the March 2nd Regular Business Meeting, having been reviewed by all Board members.

APPROVAL OF MINUTES

VOTE: 4/0

Motion by Kurtz, seconded by Stevens, to approve the March Treasurer's Report as submitted.

APPROVAL OF
TREASURER'S REPORT

VOTE: 4/0

Motion by Stevens, seconded by Kurtz, that said amounts be drawn upon the treasury for payment of the March 2021 expenses.

APPROVAL OF EXPENSES

VOTE: 4/0

John Zack and Shawn Aiken from CT Consultants attended the meeting to present to the Board their plan for the Authority if they are approved as the new Engineering firm.

CT CONSULTANTS

One of CT's specialties is assisting Authorities with taking a holistic approach to future planning by way of establishing a computerized water model of the system. This begins with memorializing all of the institutional knowledge that our employees have. The next step would be to do an in-depth inventory of the water system and equipment. Then finally, a condition assessment would be performed.

This water model would then lead to a capital improvement plan. This would prove invaluable for future development, budgets, and anticipating areas of concern.

Lacey asked if CT has experience working with a system with 2 sources (well water and water from within the Great Lakes Basin). They answered that they have extensive knowledge and experience in this area.

Motion by Lacey, seconded by Kurtz, to appoint CT Consultant as Engineer for the Authority to serve until the first Tuesday of 2022.

VOTE: 4/0

Mitchell reminded the Board that the next fire pump test at Parker-Lord will take place April 8.

PARKER LORD FIRE
PUMP TESTING

Motion by Kurtz, seconded by Stevens, to approve the personnel code as presented pending Rick Blakely's modification to the section regarding pro-rating vacation time for employees who are out on disability.

PERSONNEL CODE

VOTE: 4/0

Motion by Lacey, seconded by Stevens, directing Rick Blakely to draft a lease agreement

HAMOT ROAD LEASE AGREEMENT

with Summit Township for property on Hamot Road. The terms of the lease will be 100 years for \$1.00. This parcel will potentially be the site of a new well field.

VOTE: 4/0

FINANCING FOR UPCOMING PROJECTS

Regarding financing for Moore Road well #4, waterline relocation for the Five Points Round-a-bout and DEP required improvements, motion by Kurtz, seconded by Lacey, authorizing a loan of \$600,000 from First National Bank.

VOTE: 4/0

NEW TRUCK PURCHASE

Mitchell asked the Board to consider purchasing another pickup to be used primarily by Lisa when she is collecting water samples.

Motion by Kurtz, seconded by Stevens, to purchase a 2021 Ford Ranger 4x4 with tow package at a Co-Stars price of approximately \$28,000.00 to be paid for out of the Construction Account.

VOTE: 4/0

RELINQUISH PROPERTY

Motion by Lacey, seconded by Stevens, to relinquish parcel ID 40-016-72.0-45.01 back to Arthur and Victoria Kurtz as it is no longer needed for future development.

VOTE: Davis, Lacey and Stevens – aye

Kurtz abstained

ADJOURNMENT

With no further business to come before the Authority, motion by Kurtz, seconded by Stevens, to adjourn the meeting at 6:45 p.m.

VOTE: 4/0

Respectfully submitted,

Kathlene M. Hiles
Recording Secretary 4/15/21