

**SUMMIT TOWNSHIP SEWER AUTHORITY
MONTHLY BUSINESS MEETING
APRIL 29, 2021**

The regular monthly business meeting of the Summit Township Sewer Authority was called to order with the Pledge of Allegiance at 9:00 a.m. at the Sewer Authority Building, 8890 Old French Road, Erie, Pennsylvania. CALL TO ORDER

Present: Chris Fette, Chairman; Laban Marsh, Secretary; Michael Andrus, Ass't Secretary; Mark Welka, Treasurer; William C. Steff, P.E., Manager; Solicitor George Joseph, The Quinn Law Firm; Chad Yurisc, P.E., Greenman-Pedersen; Caitlyn Haener-Schwab, Administrative Supervisor. Absent: Michael Rose, Vice Chairman. ROLL CALL

Motion by Mr. Andrus, seconded by Mr. Marsh, to approve the minutes of the March 18, 2021 Regular Business Meeting. Vote 4/0. 3/18/21 MINUTES

Motion by Mr. Welka, seconded by Mr. Marsh, to approve the Treasurer's Report as submitted to and reviewed by all Board members. Vote 4/0. TREASURER'S REPORT

Motion by Mr. Welka, seconded by Mr. Andrus, to approve the Expenditure Report as submitted to and reviewed by all Board members. Vote 4/0. EXPENDITURES

SOLICITOR'S REPORT

Solicitor Joseph reported that he was unable to serve the Radomski residence (855 South Hill Road) with the notice of the lien filed for delinquent sewer usage charges. Solicitor Joseph advised that the attorney fees cannot be added to the account because notice was unsuccessful, but the Authority decided administratively to place the lien. Solicitor Joseph has filed the lien. RADOMSKI
(855 SOUTH
HILL ROAD)

Solicitor Joseph reported that the easement agreement with Erie County Technical School at 8500 Oliver Road (Vo-Tech) has been signed by all eleven of the ECTS JOC Member School Districts. Solicitor Joseph recommends that the Authority enter into the agreement and have the easement recorded at the Erie County Courthouse. VO-TECH
8500 OLIVER RD

Motion by Mr. Welka, seconded by Mr. Marsh, to approve the easement agreement with Erie County Technical School for 8500 Oliver Road (Vo-Tech) and to authorize Solicitor Joseph to record the agreement at the Erie County Courthouse. Vote 4/0. APPROVE
EASEMENT
AGREEMENT

Solicitor Joseph reports that he has reviewed the Corrective Action Plan letter prepared by Manager Steff regarding deficiencies at Perry's Summit Mobile Home Community (southeast corner of Robison and Route 97). PERRYS SUMMIT
ENFORCEMENT

ENGINEER'S REPORT

Engineer Yurisc reported that he has prepared and submitted the Oliver Road Corrective Action Plan Quarterly Progress Report to the PA DEP. Manager Steff added that there were no new connections into the subject area in the first quarter of 2021. OLIVER ROAD
CORRECTIVE
ACTION PLAN

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Engineer Yurisc reported that Greenman-Pedersen will conduct a spring inspection at the New Road Wetlands Mitigation site in May. Engineer Yurisc added that this will be the last spring report required by DEP, and the Authority will be required to submit two more years of fall inspection reports to close out the monitoring period. Mr. Welka asked for clarification about the terms of the easement granted to the Authority to access the wetlands via the adjacent privately owned property, where there are now residents. Solicitor Joseph will research the issue to refresh the Board regarding the terms of the easement at the next meeting. Mr. Welka requested of Manager Steff that the Authority should courtesy-call the New Road resident prior to accessing the property if the GPI inspector will travel up the driveway to access the wetlands.

NEW ROAD
WETLANDS
MITIGATION

Engineer Yurisc reported that he has continued working on the three public alternatives for a future extension on Townhall Road. Engineer Yurisc presented an analysis of alternatives and an Opinion of Probable Cost for each alternative. Detailed discussion ensued (reports prepared by Engineer attached). Engineer Yurisc will wait for direction from the Authority before proceeding further. Engineer Yurisc provided the plans to Manager Steff for the Authority to keep on file. Engineer Yurisc explained that Central Lift Station upgrades are included in two of the options, and one option contemplates eliminating Central Lift Station by building a new lift station on Townhall Road, between Shunpike and Old French Roads. Manager Steff added that the Authority will have to address the issues at the aging Central Lift Station at some point in the future, so it is a benefit to the Authority to have the estimates prepared by Engineer Yurisc on file. Chairman Fette and Mr. Welka agreed that a Townhall Road public project might be viable in the future if the Authority were able to get some grant money. Mr. Marsh stated that there is potential for growth in the area that may make the project more feasible with developer participation. Engineer Yurisc recommended that the Authority should do flow testing at Central Lift Station soon to evaluate the station's capacity prior the private Davis extension. The Board agreed. Manager Steff will pursue flow testing at Central Lift Station administratively.

TOWNHALL
ROAD PUBLIC
EXTENSION
ALTERNATIVES

Engineer Yurisc reported that the Authority recently received the PennVest funding offer for \$2.5M. Engineer Yurisc advised that there is no hard deadline to accept the offer and the Authority may want to wait to see if another funding source becomes available, such as the American Rescue Plan funds for water and sewer projects in Summit Township. Engineer Yurisc advised that the Authority would be required to claim all funding sources for subject projects in the PennVest Loan documents. Mr. Welka advised that the Supervisors are not planning on making funding decisions this year, the Township will have five years to spend the funds, and the Summit Water Authority has also indicated interest in applying for the funds. Manager Steff recommends that the Board wait to approve the PennVest funding offer until the professional staff has reviewed documents.

PENNVEST
LOAN OFFER/
OLIVER ROAD
IMPROVEMENTS

RESIDENT TO BE HEARD

Cloyd Rose (804 Weber Lane) joined the meeting at 10:00 a.m. Prior to the meeting, Mr. C. Rose provided a detailed Alternative Transportation Plan via the Mill Creek Tube that was distributed to all Board Members. Mr. C. Rose reiterated his future planning concerns as first presented at the June 27, 2019 Regular Business Meeting. Mr. C. Rose has developed more detailed cost estimates and has identified more specific concerns and

C. ROSE
MILL CREEK TUBE
TRANSPORTATION
PLAN

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preliminary objectives. Mr. C. Rose urged the Board to authorize the Authority Engineer to begin planning. Mr. Welka replied that the project is likely facing impossible permitting challenges, especially given that Mill Creek has been designated an environmentally impaired waterway. Chairman Fette responded that the Mill Creek Tube plan has been vetted out by the Board before and the Authority has other projects to prioritize. Mr. C. Rose stated that tanks are short-sighted and reiterated that the alternative plan will save millions of dollars if the Authority builds it now, instead of waiting until the Township is fully developed. Chairman Fette emphasized that the Authority's mission is to sewer Summit Township for the people who live here now. Mr. C. Rose stated that the pipe he is proposing will last forever. Chairman Fette responded that pursuing unlimited sewage capacity is against the Comprehensive Plan adopted by Summit Township, which limits growth in the Township. Chairman Fette added that, unless any other Board Members support the plan, it should be put to rest. Chairman Fette stated that he is opposed to the Mill Creek Tube plan and began a roll-call for all Board Members to state their support or opposition for the Mill Creek Tube Plan: Mr. Welka is opposed; Mr. Marsh is opposed; Mr. Andrus is opposed. Mr. Marsh added that he agrees that the Township will continue to grow, but the Mill Creek Tube plan is just for transportation; Summit Township still relies on The City of Erie's Wastewater Plant for treatment. Mr. C. Rose warned that the Board was being short-sighted.

C. ROSE
MILL CREEK TUBE
TRANSPORTATION
PLAN (Cont.)

Mr. C. Rose left the meeting at 10:36 a.m.

MANAGER'S REPORT

Manager Steff reports that the Authority has confirmed with the Summit Township Water Authority that there was a substantial leak at Splash Lagoon (8091 Peach Street) during December 2020 and January 2021. Manager Steff reports that the water leak did not enter the public sanitary sewer system. Manager Steff explained that the metered water usage resulted in a \$47,721.67 sewer bill, including \$17,638.87 in excess demand charges. Manager Steff directed Administrative Supervisor Haener-Schwab and Billing Clerk McCaslin to calculate the three-year average usage for December and January in years prior to the leak. Manager Steff explained that using the three-year average to adjust the flow should more accurately reflect the customer's actual discharge to the sanitary sewer system. Manager Steff explained that the estimated usage does not trigger excess demand charges and reduces usage at the regular rate by more than half. Manager Steff explained that the adjusted bill for the two-month period would be \$13,963.19. Manager Steff recommends that the Board approve the adjustment to reduce the billed usage by 2,764,942 gallons and reduce the billed amount by \$33,758.48.

SPLASH LAGOON
8091 PEACH ST
LEAK

Motion by Mr. Welka, seconded by Mr. Marsh, to reduce the bill for Splash Lagoon for the December 2020 through January 2021 meter period by \$33,758.48. Vote 4/0.

APPROVE
SPLASH LAGOON
ADJUSTMENT

Manager Steff recommended that the Board enter Executive Session to discuss personnel issues.

Motion by Mr. Marsh, seconded by Mr. Welka, to enter Executive Session to discuss a personnel issue at 10:39 a.m. Vote 4/0.

EXECUTIVE
SESSION

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The Board returned to regular session at 10:50 a.m.

Manager Steff reported that his recommendation for the new hire is consistent with the recommendation of the Personnel Committee. Manager Steff requested authorization to extend an employment offer to Andrew Larsen for the position of Maintenance Technician, to begin work May 17, 2021.

NEW HIRE

Motion by Mr. Andrus, seconded by Mr. Marsh, to extend an employment offer to Andrew Larsen for the position of Maintenance Technician at a rate of \$24.00 per hour, plus five days of vacation after the 90-day probation period, starting May 17, 2021. Vote 4/0.

APPROVE
LARSEN
EMPLOYMENT
OFFER

NEW BUSINESS

None.

With no further business to come before the Board, Mr. Marsh motioned to adjourn, seconded by Mr. Andrus. Vote 4/0.

ADJOURNMENT

Chairman Fette adjourned the meeting at 10:55 a.m.

Respectfully submitted by,

Caitlyn Haener-Schwab
Administrative Supervisor