

**SUMMIT TOWNSHIP SEWER AUTHORITY  
RE-ORGANIZATIONAL MEETING  
JANUARY 27, 2022**

The re-organizational meeting of the Summit Township Sewer Authority was called to order with the Pledge of Allegiance at 9:00 A.M. by Chairman Chris Fette at the Sewer Authority Building, 8890 Old French Road, Erie, Pennsylvania. CALL TO ORDER

Present: Chris Fette, Chairman; Laban Marsh, Secretary; Michael Andrus, Assistant Secretary; Mark Welka, Treasurer; William C. Steff, P.E., Manager; Chad Yurisc, P.E., Greenman-Pedersen, Inc.; George Joseph, The Quinn Law Firm; and Caitlyn Haener-Schwab, Administrative Supervisor. Absent: Michael Rose, Vice Chairman. ROLL CALL

Chairman Fette opened the floor for nominations to the positions of; Chairman, Vice Chairman, Secretary, Assistant Secretary, and Treasurer for the 2022 calendar year.

Motion by Mr. Welka, seconded by Mr. Andrus to appoint Mr. Fette as Chairman. Vote 4/0. CHAIRMAN

Motion by Mr. Marsh, seconded by Mr. Andrus to appoint Mr. Michael Rose as Vice Chairman. Vote 4/0. VICE CHAIRMAN

Motion by Mr. Andrus, seconded by Mr. Welka to appoint Mr. Laban Marsh as Secretary. Vote 4/0. SECRETARY

Motion by Mr. Welka, seconded by Mr. Marsh to appoint Mr. Andrus as Assistant Secretary. Vote 4/0. ASS'T  
SECRETARY

Motion by Mr. Andrus, seconded by Mr. Marsh to appoint Mr. Welka as Treasurer. Vote 4/0. TREASURER

Chairman Fette opened the floor for nominations of two board members to the personnel committee for the 2022 calendar year.

Motion by Mr. Welka, seconded by Mr. Andrus to appoint Mr. Marsh and Mr. Andrus to the personnel committee. Vote 4/0. PERSONNEL  
COMMITTEE

Chairman Fette opened the floor for nominations of two board members to the special project finance committee for the 2022 calendar year.

Motion by Mr. Welka, seconded by Mr. Marsh, to appoint Mr. Marsh and Mr. Andrus to the special project finance committee. Vote 4/0. SPECIAL  
PROJECT  
FINANCE  
COMMITTEE

Chairman Fette opened the floor for nominations of two board members to the audit committee for the 2022 calendar year.

Motion by Mr. Marsh, seconded by Mr. Andrus to appoint Mr. Welka and Mr. Marsh to the audit committee. Vote 4/0. AUDIT  
COMMITTEE

**Summit Township Sewer Authority  
Re-Organizational Meeting  
January 27, 2022**

Chairman Fette stated that appointments for solicitor and engineer needed to be made for the 2022 calendar year.

Motion by Mr. Marsh, seconded by Mr. Andrus to appoint George Joseph, of the office of Quinn, Buseck, Leemhuis, Toohey & Kroto Inc., as the Solicitor for 2022 in accordance with the rate schedule to be filed at the Authority office. Vote 4/0.

SOLICITOR

Motion by Mr. Andrus, seconded by Mr. Marsh to appoint Chad Yurismic, P.E., Greenman-Pedersen, Inc., as the Authority Engineer for 2022 in accordance with the rate schedule to be filed at the Authority office. Vote 4/0.

ENGINEER

Chairman Fette stated that the Authority's depositories needed to be named and the recommendation is to name all banks in the Erie area, but not limited to the Erie area, as depositories in 2022.

Motion by Mr. Marsh, seconded by Mr. Andrus to name all banks in the Erie area, but not limited to the Erie area, as depositories in 2022. Vote 4/0.

DEPOSITORIES

Chairman Fette informed the Board that the Authority's office hours and meeting dates for 2022 needed to be established.

Manager Steff reported that the Authority has been observing reduced hours to prevent employees from congregating in the break room at lunch time during the Covid-19 Pandemic. Mr. Welka confirmed that the Township Supervisors Building now closes at 4:00 P.M.

OFFICE HOURS

Motion by Mr. Welka, seconded by Mr. Andrus to set the office hours for 2022 at 8:00 A.M. to 4:00 P.M. Monday through Friday. Authority hours may be altered to reflect special circumstances. Vote 4/0.

Motion by Mr. Andrus, seconded by Mr. Marsh to set the meeting date and time as the last Thursday of each month at 9:00 AM except for the following: The November meeting will be held November 17, 2022 due to Thanksgiving. The December meeting will be held on December 22, 2022 due to Christmas. Vote 4/0.

MEETING TIMES

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

ADJOURNMENT

Chairman Fette adjourned the meeting at 9:08 a.m.

Respectfully submitted,  
Caitlyn Haener-Schwab  
Administrative Supervisor