

**SUMMIT TOWNSHIP SEWER AUTHORITY
MONTHLY BUSINESS MEETING
OCTOBER 27, 2016**

The regular monthly business meeting of the Summit Township Sewer Authority was called to order with the Pledge of Allegiance at 9:10 a.m. by Chairman Fette at the Sewer Authority Building, 8890 Old French Road, Erie, Pennsylvania. CALL TO ORDER

Present: Chris Fette, Chairman; Michael Rose, Vice Chairman; Laban Marsh, Secretary; Cloyd J. Rose, Ass't Secretary; William C. Steff, P.E., Manager; George Joseph, The Quinn Law Firm; Clayton J. Fails, P.E., Greenman-Pedersen; Caitlyn Haener-Schwab, Administrative Supervisor. Absent: Mark Welka, Treasurer. Visitors: Elda & Lee Wasielewski. ROLL CALL

Motion by Mr. C. Rose, seconded by Mr. Marsh, to approve the minutes of the September 29, 2016 Regular Business Meeting. Vote 4/0 9/29/16 MINUTES

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

RESIDENTS TO BE HEARD

Mrs. Elda Wasielewski and son Lee Wasielewski, Developers of the Eldaberry Woods Subdivision Project on New Road, requested an update on the PA DEP Notice of Violation at the New Road Lift Station site. Engineer Fails responded that the DEP has confirmed receipt of the Mercyhurst University Phase 1 Archeological Study and the review of that report will begin next week. The E&S Plan needs to be approved by Gene Clemente, Technical Resources Manager at the Erie County Conservation District, then DEP will issue the permit. Solicitor Joseph responded that he has been working on the COA and he has transmitted the corresponding agreements to the Wasielewski's for their review. Solicitor Joseph reports that he has been working on issues regarding the COA. The COA originally said that the Authority is agreeing to abide by the permit and understands the penalties for violation of the permit, but the permit terms to which the Authority will be bound were not included; in response, the DEP revised the COA to include the permit language. The original COA stated that the Authority must start the project within 180 days of the permit being issued, but winter is coming; the revised COA stipulates the new starting deadline is May 1, 2017. Solicitor Joseph clarified that the DEP defined starting as some earth moving, trucks on the site. The work must be complete by December 1, 2018. Manager Steff stated that the Authority will not issue sewer permits to the Eldaberry Woods subdivision project until the area is restored. Discussion ensued regarding indemnification, construction and restoration. NEW RD LIFT STATION REMEDIATION PROJECT

Elda and Lee Wasielewski left the meeting at 9:41 a.m.

The Board must respond to the revised COA today. Solicitor Joseph recommends that the Authority should agree to enter into the COA and pay the fine of \$4,160.00.

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Motion by Mr. Marsh, seconded by Mr. M. Rose, to enter into the Consent Order and Agreement with DEP regarding wetlands mitigation at the New Road Lift Station site and pay the fine of \$4,160.00. Vote 4/0.

ENTER INTO
DEP COA

SOLICITOR'S REPORT

Solicitor Joseph reports that he has been working with Engineer Fails and Manager Steff regarding a change order submitted by Chivers regarding Route 97 Lift Station Project Contract 3.

CHIVERS
CHANGE ORDER

Solicitor Joseph reports that the Authority may need to amend the Developer Agreement with Palermo for the Copperleaf Subdivision Project because the developer has switched from a single phase project to multiple phases. Palermo may also need to revise the Letter of Credit that he provided to the Authority because of the change to multiple phases. Palermo has obtained an easement to run sewer on the Caplugs property; the easement will be assigned to the Authority.

COPPERLEAF
AMENDMENT

Solicitor Joseph reports that he has been working with Manager Steff regarding the proposed expansion of Holly Acres Manufactured Home Community off of Footmill Road. GPS maps confirmed that the sewer line is under a handful of older, existing homes. Solicitor Joseph ran a title search to see if the homes could be pushed back, but there are topography issues and a Penelec line to contend with. Manager Steff added that normally when there are multiple users on a private line, the Authority takes over the line. Manager Steff is considering whether the Authority should move the line by installing a new line.

HOLLY ACRES

ENGINEER'S REPORT

Engineer Fails reports that Rt 97 Lift Station Project site has been very active. Start-up testing required a temporary storage tanks that were slowly drained into the gravity sewer after testing. Each pump was tested through all phases and combinations. Chivers completed the connection of the new lift station; the Holiday Inn station is still in service as back up at this time. Pump reps have been on hand and Authority Operations Staff have been very involved. Electrical Engineer Tony Falletta has been on site for trouble-shooting. The pumps are on variable speed drives; they normally run 400 gal/min per pump but each can run at 1900 gal/min if needed, although current downstream capacity would not be able to handle that volume. The station has been in operation for the past week and things are going well. Contract 1 is done, except for the punch list. Contract 2 is finishing up the loose ends with minor devices. Paving and landscaping are done. Contract 3 has yet to remove the pumps from the Holiday Inn Lift Station; once the project is complete, it will be a manhole.

ROUTE 97 LIFT
STATION PROJECT
UPDATES

Engineer Fails presented the updated the Act 57 tapping fee schedule. Manager Steff has reviewed the report and distributed it to the Board for their review. Manager Steff recommends that the Board adopt the updated fee schedule.

UPDATE ACT 57

Motion by Mr. M. Rose, seconded by Mr. C. Rose, to adopt the updated Act 57 Schedule of Fees as prepared by Engineer Fails. Vote 4/0.

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Engineer Falls reports that he has been working with Manager Steff on a grant application and deferred to Manager Steff to present the corresponding items for Board action.

MANAGER’S REPORT

Manager Steff reports that the Authority will submit an application for a PA Small Water and Sewer Program Grant from the Commonwealth Financing Authority to add a small extension on Flower Road, utilizing the planning done for the Lasher (2833 Flower Road) Project. The application is due by October 31st and the Authority is asking for \$57,205, representing an 85% grant subsidy of the project. Manager Steff presented Resolution 2016-02 and recommended that the Authority designate himself and Mr. Marsh as officials authorized to execute all documents and agreements between the STSA and the Commonwealth Finance Authority.

SMALL
GRANT
APPLICATION

Motion by Mr. C. Rose, seconded by Mr. M. Rose, to adopt Resolution 2016-02 Grant Request and designate Manager Steff and Mr. Marsh as officials authorized to execute all documents and agreements between the STSA and the Commonwealth Finance Authority.
Vote 3/0/1 – CF Abstained

ADOPT
RESOLUTION
2016-02

Manager Steff presented a letter for Board approval that must also be submitted with the grant application. The letter is a pledge that the Authority has the balance of the funds to complete the project.

Motion by Mr. Marsh, seconded by Mr. M. Rose, to approve the letter pledging matching funds for the Flower Extension Road Project. Vote 3/0/1 – CF Abstained

APPROVE LETTER

NEW BUSINESS

None.

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

ADJOURNMENT

Chairman Fette adjourned the meeting at 10:12 a.m.

Respectfully submitted by,

Caitlyn Haener-Schwab
Administrative Supervisor