

**SUMMIT TOWNSHIP SEWER AUTHORITY
MONTHLY BUSINESS MEETING
FEBRUARY 24, 2022**

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 Yurismic, P.E., Greenman-Pedersen; and Caitlyn Haener-Schwab, Administrative Supervisor. Absent: Michael Rose, Vice Chairman. Visitors: Tony Davis, Summit Township Supervisor; Randy Knoll, resident. ROLL CALL

Motion by Mr. Andrus, seconded by Mr. Marsh, to approve the minutes of the January 27, 2022 Reorganization Meeting. Vote 4/0. 1/27/22 REORG

Motion by Mr. Andrus, seconded by Mr. Marsh, to approve the minutes of the January 27, 2022 Regular Business Meeting. Vote 4/0. 1/27/22 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. Andrus, 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

Summit Township Supervisor, Tony Davis, and resident Randy Knoll attended the meeting to discuss the proposed Davis Cooperative Agreement to connect 2-3 residences near the intersection of Old French Road and Townhall Road. Manager Steff reported that he recently relayed information gathered by Engineer Yurismic to Mr. Knoll and Mr. Davis regarding cost estimates associated with Planning Module and Water Quality Management Permitting by DEP. The information provided indicates that planning would cost approximately \$5,000 and WQM Permit combined with planning will likely cost \$10,000. Mr. Davis requested an outline of next steps to keep the project moving forward. Manager Steff replied that Mr. Davis must first enter into a Developer Agreement with the Authority and deposit escrow funds. Next, Mr. Davis and his neighbors will need to enter into a Cooperative Agreement. Manager Steff explained that Mr. Davis should provide to the Authority a list of residents who will connect under the Cooperative Agreement because those people could be included as parties in the Developer Agreement. Parties to the Developer Agreement will participate in the cost sharing for the planning. Parties to the Cooperative Agreement will participate in cost-sharing for the ongoing maintenance costs of the shared low-pressure pipe. Discussion ensued regarding the planning and permitting process following the Cooperative Agreement. DAVIS COOPERATIVE AGREEMENT

Mr. Knoll thanked the Board and left the meeting at 9:38 a.m.

SOLICITOR’S REPORT

Solicitor Joseph reported that he has reviewed the first letter that the Authority will mail to the Connection Assistance Project properties. Solicitor Joseph provided recommendations and comments to Manager Steff.

CONNECTION
ASSISTANCE
PROJECT

Solicitor Joseph reminded the Board that they have previously discussed the Radomski property at 855 South Hill Road. Solicitor Joseph explained that the Authority filed a lien after attempts to serve notice under Act One were unsuccessful. Solicitor Joseph reported that the property was sold at a tax sale in September and he anticipates that the Authority will be paid in full, approximately \$2,000 after the hearing scheduled for March 28, 2022.

RADOMSKI
(855 S. HILL RD)

Solicitor Joseph reported that an Oliver Road easement for the 911 Center between the Authority and Erie County was reviewed with Connection Assistance Project. Solicitor Joseph reported that the review revealed that the easement has not been recorded. Solicitor Joseph has a copy of a 2007 transmittal to the County Solicitor, but the original document appears to have been lost. Solicitor Joseph explained that the County Solicitor has changed more than once since that transmittal was sent. Solicitor Joseph added that the current County Solicitor is looking for the transmittal. Solicitor Joseph advised that the Authority will likely need a new easement agreement. Manager Steff added that a new agreement will require a new exhibit.

911 CENTER
OLIVER ROAD
EASEMENT

ENGINEER’S REPORT

Engineer Yurisc has prepared an Act 57 Schedule of Fees update for presentation at the March 31, 2022 Regular Business Meeting.

ACT 57 UPDATES

Engineer Yurisc distributed a handout of slides for the Connection Assistance Project presentation planned for the March 15, 2022 Public Meeting at the Summit Township Supervisors building. Engineer Yurisc presented the Connection Assistance Project information to the Board, the entire Authority Staff, and Supervisors Davis. Discussion ensued.

CONNECTION
ASSISTANCE
PROJECT

MANAGER’S REPORT

Manager Steff reported that he included a letter addressed to Connection Assistance Project residents in the Board transmittal for the meeting. Discussion ensued. Manager Steff reported that the first transmittal to residents will be mailed today, including the letter and an exhibit of their property showing the planned placement of their lateral.

FIRST
LETTER TO
RESIDENTS

NEW BUSINESS

None.

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

ADJOURNMENT

Chairman Fette adjourned the meeting at 11:48 a.m.

Respectfully submitted by,
Caitlyn Haener-Schwab
Administrative Supervisor