

**SUMMIT TOWNSHIP SEWER AUTHORITY
MONTHLY BUSINESS MEETING
APRIL 27, 2017**

The regular monthly business meeting of the Summit Township Sewer Authority was called to order with the Pledge of Allegiance at 9:05 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; Mark Welka, Treasurer; 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: Cloyd J. Rose, Ass't Secretary. Visitors: none. ROLL CALL

Motion by Mr. M. Rose, seconded by Mr. Marsh, to approve the minutes of the March 23, 2017 Regular Business Meeting. Vote 4/0 3/23/17 MINUTES

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

SOLICITOR'S REPORT

Solicitor Joseph reports that, per Manager Steff, he has been researching regulations and case law regarding sewer charges based on water meters. Solicitor Joseph will provide comments to Manager Steff when the research is complete. COMMERCIAL METERS

Solicitor Joseph reports he has been responding to questions about the Pennsylvania State Ethics Commission Statement of Financial Interest forms and Open Meeting Laws. ETHICS / OPEN MEETINGS

ENGINEER'S REPORT

Engineer Fails reports that the Route 97 Lift Station Project has small, routine punch-list items remaining. The landscaping needs some more work. On Contract 1, some additional sealing will be required due to seepage that is staining the concrete. There have been some issues with programming the rain gauge. The only unusual item remaining has been worked out – the batteries that were specified in the contract for the back-up generator will be installed today. ROUTE 97 LIFT STATION PROJECT

Engineer Fails reports that the New Road Mitigation Project advertisement for bids appeared in the Erie Times today. The bids will be opened on May 18th and the plan is to award the contract at the May meeting. NEW RD WETLANDS MITIGATION

MANAGER'S REPORT

Manager Steff reports that the Authority was unsuccessful in securing a PA Small Water & Sewer Grant from the Commonwealth Finance Authority for the proposed minor extension in the area of Mr. Lasher's home. David Lasher (2833 Flower Road) previously entered into a Developer Agreement with the Authority that included a cost sharing LASHER (2833 FLOWER RD)

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provision. In accordance with the agreement, Mr. Lasher has paid \$3,625.82 toward his share of project expenses. The final developer escrow balance due from Mr. Lasher is an additional \$981.93. Manager Steff requested that the Board forgive the balance due because the project has been abandoned by both the Authority and Mr. Lasher due to the anticipated total cost of the project.

LASHER
(2833 FLOWER RD)
Cont.

Motion by Mr. Welka, seconded by Mr. M. Rose, to forgive Mr. Lasher's developer escrow balance of \$981.93 for the abandoned project on Flower Road. Vote 4/0.

FORGIVE LASHER
ESCROW
BALANCE

Manager Steff reports that Cox and Kanyuck has submitted Change Order 3 for Contract 2 for the Route 97 Lift Station Project. The change order is for work to furnish an additional junction box at the meter site to house the replacement meter at a cost of \$3,606.00. Manager Steff recommends that the Board approve the change order.

RT 97 LIFT
STATION PROJECT
CONTRACT 2

Motion by Mr. Welka, seconded by Mr. Marsh, to approve Change Order 3 for Contract 2 submitted by Cox and Kanyuck for the Route 97 Lift Station Project in the amount of \$3,606.00. Vote 4/0.

APPROVE
CONTRACT 2
CHANGE ORDER 3

Manager Steff reports that John Swenson wants to donate a small plot of land to the Authority. The parcel is a 91'x310'x41', land-locked parcel adjacent to the Route 97 Lift Station. Discussion ensued. The topic was tabled to allow more time for board consideration.

SWENSON LAND
DONATION OFFER

Manager Steff requests Board authorization to have an epoxy coating applied to the pump room floor at the Route 97 Lift Station. The epoxy coating was not included in the original project; the coating will add an aesthetic finish and protect the concrete. The Mulkearn, Inc, submitted a proposal for epoxy coating the pump room floor for \$3,900. Discussion ensued.

ROUTE 97 LIFT
STATION PROJECT
EPOXY COATING

Motion by Mr. M. Rose, seconded by Mr. Welka, to accept the proposal from Mulkearn to epoxy coat the pump room floor at the Route 97 Lift Station for \$3,900.00. Vote 4/0.

APPROVE EPOXY
COATING WORK

Manager Steff reports that the Eldaberry Woods Subdivision Project needs a road occupancy permit from the township to close a lane of traffic during sewer line installation along New Road. Per Township procedures, the Sewer Authority is responsible for acquiring the permit. The application is being held up by Eldaberry Woods Subdivision Project storm sewer issues. Mr. Welka responded that Township Engineer Jonas is working with Mr. Wasielewski to resolve the issue. Mr. Welka offered to get more involved on the Township end to move things along. Manager Steff reports that a bond amount has not been set yet and asked what would happen if the bond amount is not sufficient to cover damages. Solicitor Joseph responded that the Developer indemnifies the Authority in the Developer Agreement, so if the expenses exceed the bond the Authority can go back on the Developer for the excess costs.

ELDABERRY
WOODS
SUBDIVISION
PROJECT

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NEW BUSINESS

Mr. Welka requested an update on Hamot Road Extension preliminary investigations. Engineer Fails responded that the gravity survey has been confirmed. Cost projections need updated. Engineer Fails is working on a presentation for the May 2017 meeting.

HAMOT ROAD
EXTENSION
UPDATE

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

ADJOURNMENT

Chairman Fette adjourned the meeting at 9:37 a.m.

Respectfully submitted by,

Caitlyn Haener-Schwab
Administrative Supervisor