

**SUMMIT TOWNSHIP SEWER AUTHORITY  
RE-ORGANIZATIONAL MEETING  
JANUARY 26, 2017**

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; Michael Rose, Vice Chairman; Laban Marsh, Secretary; Mark Welka, Treasurer; William C. Steff, P.E., Manager; Clayton J. Fails, P.E., Greenman-Pedersen, Inc.; George Joseph, The Quinn Law Firm; and Caitlyn Haener-Schwab, Administrative Supervisor. Visitors: Jim Welka. Absent: Cloyd J. Rose, Assistant Secretary.

ROLL CALL

Chairman Fette opened the floor for nominations to the positions of; Chairman, Vice Chairman, Secretary, Assistant Secretary, and Treasurer for the 2017 calendar year.

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

CHAIRMAN

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

VICE CHAIRMAN

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

SECRETARY

Motion by Mr. M. Rose, seconded by Mr. Marsh to appoint Mr. Cloyd Rose as Assistant Secretary. Vote 4/0.

ASS'T  
SECRETARY

Motion by Mr. M. Rose, 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 2017 calendar year.

Motion by Mr. Welka, seconded by Mr. Marsh to appoint Mr. M. Rose to the personnel committee. Vote 4/0.

PERSONNEL  
COMMITTEE

Motion by Mr. Welka, seconded by Mr. M. Rose to appoint Mr. Marsh to the personnel committee. Vote 4/0.

Chairman Fette opened the floor for nominations of two board members to the special project finance committee for the 2017 calendar year.

Motion by Mr. Welka, seconded by Mr. Marsh to appoint Mr. M. Rose to the special project finance committee. Vote 4/0.

SPECIAL  
PROJECT  
FINANCE  
COMMITTEE

Motion by Mr. Marsh, seconded by Mr. M. Rose to appoint Mr. Welka to the special project finance committee. Vote 4/0.

**Summit Township Sewer Authority  
Re-Organizational Meeting  
January 26, 2017**

Chairman Fette opened the floor for nominations of two board members to the audit committee for the 2017 calendar year.

AUDIT  
COMMITTEE

Motion by Mr. M. Rose, seconded by Mr. Marsh to appoint Mr. Welka to the audit committee. Vote 4/0.

Motion by Mr. Welka, seconded by Mr. M. Rose to appoint Mr. Marsh to the audit committee. Vote 4/0.

Chairman Fette stated that appointments for solicitor and engineer needed to be made for the 2017 calendar year.

Motion by Mr. M. Rose, seconded by Mr. Marsh to appoint George Joseph, of the office of Quinn, Buseck, Leemhuis, Toohey & Kroto Inc., as the Solicitor for 2017 in accordance with the rate schedule to be filed at the Authority offices. Vote 4/0.

SOLICITOR

Motion by Mr. M. Rose, seconded by Mr. Marsh to appoint Clayton J. Fails, P.E., Greenman-Pedersen, Inc., as the Authority Engineer for 2017 in accordance with the rate schedule to be filed at the Authority offices. Vote 4/0.

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 2017.

Motion by Mr. M. Rose, seconded by Mr. Welka to name all banks in the Erie area, but not limited to the Erie area, as depositories in 2017. Vote 4/0.

DEPOSITORIES

Chairman Fette informed the Board that the Authority's office hours and meeting dates for 2017 needed to be established.

Motion by Mr. Welka, seconded by Mr. Marsh to set the office hours for 2017 at 8:00 a.m. to 4:30 p.m. Monday through Friday. Vote 4/0.

OFFICE HOURS

Motion by Mr. M. Rose, seconded by Mr. Welka to set the meeting date and time as the last Thursday of each month at 9:00 a.m. except for March 23<sup>rd</sup>, due to a training conference and December 21<sup>st</sup>, due to the Christmas holiday. Vote 4/0.

MEETING TIMES

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

ADJOURNMENT

**Summit Township Sewer Authority  
Re-Organizational Meeting  
January 26, 2017**

Chairman Fette adjourned the meeting at 9:05 a.m.

Respectfully submitted,

Caitlyn Haener-Schwab  
Administrative Supervisor