

**SUMMIT TOWNSHIP SEWER AUTHORITY
MONTHLY BUSINESS MEETING
FEBRUARY 22, 2018**

The regular monthly business meeting of the Summit Township Sewer Authority was called to order with the Pledge of Allegiance at 9:11 a.m. by Chairman Fette at the Sewer Authority Building, 8890 Old French Road, Erie, Pennsylvania. CALL TO ORDER

Present: Chris Fette, Chairman; Laban Marsh, Secretary; Cloyd J. Rose, Ass't 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: Michael Rose, Vice Chairman. Visitors: None. ROLL CALL

Motion by Mr. Welka, seconded by Mr. Marsh, to approve the minutes of the January 25, 2018 Reorganization Meeting. Vote 4/0 1/25/18
REORGANIZATION
MINUTES

Motion by Mr. Welka, seconded by Mr. Marsh, to approve the minutes of the January 25, 2018 Regular Business Meeting. Vote 4/0 1/25/18 REGULAR
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. 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 the Commonwealth has received the application to extend the life of the Authority by another 50 years. Solicitor Joseph reports that the Department of State has advised that the Authority needs to file an updated Certificate of Incumbency of Officers of the Authority to process the extension. Solicitor Joseph presented the Certificate for all Board Members to sign. ARTICLES OF
EXTENSION FILED

Solicitor Joseph reports that he has rendered a written opinion on mandated connections regarding potential issues identified in proposed Connection Compliance Project. Solicitor Joseph highlighted some points from the written opinion: the Authority can require residents to connect if they are within a 300 foot radius of the connection point or if the property is adjoining or adjacent to the sewer main; the Authority does have the ability to compel property owners to connect at the owner's expense, even where it will require a lateral across a public right of way; the connection fee charged to the customer can not exceed the Authority's cost; if the Authority is requiring a connection through private property the Authority could take the property through eminent domain, where easement efforts fail. Solicitor Joseph advised that it is questionable that the Authority could require a property owner to connect where a township ordinance provides an exemption, specifically where the property owner has proven they have a functional on-lot disposal system, subject to recertification every 5 years. Mr. Welka responded that the Township Supervisors are currently considering a new Small Flow Treatment Facility Ordinance that may eliminate exemptions. CONNECTION
COMPLIANCE
PROJECT ISSUES

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Solicitor Joseph reports that The Smiths of 8535 Oliver Road have had their Chapter 13 bankruptcy filing dismissed. Solicitor Joseph advised that the Authority can begin collection action on the entire balance due on the account. Solicitor Joseph advised that the Board may want to consider objecting if the Smith's refile. Discussion ensued.

SMITH
BANKRUPCTY
(8535 OLIVER)

Solicitor Joseph reports that he has rendered an opinion regarding possible building restrictions once the Township vacates paper streets for the Route 97 Retention Project. Solicitor Joseph advised that in order to apply the Authority must demonstrate that there has not been substantial use of the paper streets; there won't be any building restrictions once the paper streets are vacated. Manager Steff reports that he has been working on the issue with Township Zoning Administrator, Nate Miller.

VACATE PAPER
STREETS

ENGINEER'S REPORT

Engineer Fails reports that he will be retiring at the end of May. Engineer Fails is preparing Chad Yurisc of Greenman-Pedersen to take over the Authority account. Mr. Yurisc is a graduate of Gannon University and will bring with him years of experience in water and wastewater. Engineer Fails and Mr. Yurisc met with the Authority staff to overview current projects. Once retired, Engineer Fails will still be available in an advisory capacity in the future, as needed.

ENGINEER
SUCCESSION
PLANNING

Engineer Fails reports that he has submitted four applications for a DCED grant, as discussed in the January 25, 2018 Regular Business Meeting.

DCED GRANTS
SUBMITTED

Engineer Fails reported on the status of the New Road Wetlands Mitigation Project: The contractor, McLallen Construction, still has some work to do at the site. After the work is finished, the five year monitoring period will begin. Engineer Fails will provide Manager Steff with an outline and protocol for monitoring and reporting. Mr. Welka added that he is concerned that the slope of the wetlands may prove to be a challenge for vegetation to take hold. Discussion ensued.

NEW ROAD
WETLANDS
MITIGATION

Engineer Fails reported on the status of the Meadows Lift Station Upgrade Project: Engineer Fails is working with the pump reps and building manufacturers; updated drawings have been received. The next step is to submit part two permits to DEP.

MEADOWS LIFT
STATION
UPGRADES

Engineer Fails reported on the status of the I&I Investigation Project: This spring, metering data will be collected at several points in the system. Once the metering data starts to come in, smoke and dye testing will follow. Greenman-Pedersen will analyze the results and develop a report with recommendations by the end of 2018.

I&I
INVESTIGATION

Engineer Fails reported on the status of the Old Perry Relief Sewer Project: The project is on hold pending the results of the DCED Grant Application. If a grant is not awarded for the project, the Board can decide at that time when the project should move forward.

OLD PERRY
RELIEF

Engineer Fails reported that the 2016 Extension Project (Hamot/Hershey/Rt 99) is on hold at this time, until the Board directs otherwise.

2016 EXTENSION
PROJECT

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Engineer Fails reported on the status of the Route 97 Retention Project: Development of a conceptual plan is underway. The plan is a design utilizing modular tanks that would allow the storage capacity to grow with time. Engineer Fails will provide the Authority with a plan to shelf for a time when the Board is ready. Manager Steff elaborated that the reason the retention plan is in a holding pattern is that the upgraded Meadows Lift Station will have 500GPM pumping capacity and, coupled with relieving the bottleneck/surcharge on Old Perry Highway, will have an unknown effect on the flow total at the Old Perry Highway metering point. Once the new conditions are analyzed, the Authority will be able to determine our retention needs. Discussion ensued.

ROUTE 97
RETENTION
PROJECT

MANAGER’S REPORT

Manager Steff reports that TEC-Smith of Elma NY submitted a proposal for flow data acquisition directly to the Authority. The metering of flow data is a part of the larger I&I investigation authorized in the January 25, 2018 Regular Business Meeting. Manager Steff recommends that Greenman Pedersen subcontract TEC-Smith under professional services; due to the scope and nature of the project, it is more appropriate for the flow data acquisition service to be overseen and administered by GPI. Discussion ensued. The Board agreed that Manager Steff should respond to TEC-Smith that they should submit their proposal directly to Greenman Pedersen.

TEC-SMITH
SERVICE
PROPOSAL

Manager Steff reports that Environmental Planning & Design LLC (EPD), in the course of work on the Summit Township Comprehensive plan, requested a comparison of capacity to average and peak flow emanating from the Township. Manager Steff led a discussion regarding information provided to EPD. Engineer Fails will determine the breakdown, if any, in the Route 19 / Route 99 permitted capacity. Engineer Fails recommends the next step will be to review the retention options at the future retention site on Route 19, near the intersection of Peach and Hershey.

INFORMATION
PROVIDED FOR
TOWNSHIP
COMPREHENSIVE
PLANNING

Manager Steff reports that the Authority sent a letter to Presque Isle Downs regarding recently identified I&I in the Route 97 corridor. Maintenance staff identified several points at which storm water is entering the sanitary sewer system on properties owned by PIDI via several old, unused buildings. The letter is to notify PIDI of the problem and their responsibility to correct the problem.

ROUTE 97
I&I LETTER
TO PIDI

Mr. M. Rose arrived at the meeting at 10:15 a.m.

M. ROSE ARRIVED

NEW BUSINESS

No new business.

With no further business to come before the Board, Mr. M. Rose motioned to adjourn, seconded by Mr. Welka. Vote 5/0.

Chairman Fette adjourned the meeting at 10:17 a.m.

ADJOURNMENT

Respectfully submitted by,

Caitlyn Haener-Schwab
Administrative Supervisor