

**SUMMIT TOWNSHIP SEWER AUTHORITY
MONTHLY BUSINESS MEETING
AUGUST 30, 2018**

The regular monthly business meeting of the Summit Township Sewer Authority was called to order with the Pledge of Allegiance at 9:04 a.m. at the Sewer Authority Building, 8890 Old French Road, Erie, Pennsylvania. CALL TO ORDER

Present: Laban Marsh, Secretary; Cloyd J. Rose, Ass't Secretary; Mark Welka, Treasurer; William C. Steff, P.E., Manager; George Joseph, The Quinn Law Firm; Chad Yuriscic, P.E., Greenman-Pedersen; Caitlyn Haener-Schwab, Administrative Supervisor. Absent: Chris Fette, Chairman; Michael Rose, Vice Chairman. There were seven members of the public present. ROLL CALL

Motion by Mr. C. Rose, seconded by Mr. Marsh, to appoint Mr. Welka as the Chairman Pro Tem for duration of this meeting. Vote 3/0 APPOINT
CHAIRMAN PRO
TEM

Motion by Mr. C. Rose, seconded by Mr. Marsh, to approve the minutes of the July 26, 2018 Regular Business Meeting. Vote 3/0 7/26/18 REGULAR
MINUTES

Motion by Mr. Marsh, seconded by Mr. C. Rose, to approve the Treasurer's Report as submitted to and reviewed by all Board members. Vote 3/0 TREASURER'S
REPORT

Motion by Mr. Marsh, seconded by Mr. C. Rose, to approve the Expenditure Report as submitted to and reviewed by all Board members. Vote 3/0 EXPENDITURES

SUMMIT RESIDENTS TO BE HEARD

Residents asked for an overview of the Route 97 Retention project on Harold Road. Mr. Welka explained that on Old Perry Highway there is a meter pit through which Millcreek allows Summit to transmit 2,500 gallons per minute. During some rain events, we have recorded a peaking factor very close to that limit; at that point, the system is at risk of surcharging. The new Route 97 Lift Station and future upgrades at the Meadows Lift Station will pump effluent faster toward that meter pit during rain events than before. The Authority must take measures not to exceed the allowable flow. A retention tank will allow for temporary storage during peak rain events; a controlled disbursement of the effluent will begin once the rain event subsides. Discussion of design details with Engineer Yuriscic ensued. ROUTE 97
RETENTION PLAN
OVERVIEW

Mr. and Mrs. Mike and Janet Glover (150 Harold Road) expressed concern about the view of the proposed Route 97 Retention site from their nearby home. Manager Steff reassured the Glovers that the property will blend into the area as much as possible. After construction, the equalization tank will be 10-12ft below grade, with 2-3ft above ground. The Authority will restore the area with grass, trees, and a green vinyl fence. When the tank is in use, it will be raining; due to the gravity in/gravity out design there are no pumps, so there will be no noise or vibration. Lights will be installed, but the Authority will leave it up to the neighbors if the lights stay on or off. The Glovers stated that they would prefer the lights to be off at night. Manager Steff emphasized that the Authority GLOVER
(150 HAROLD RD)

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will work with the Glovers to resolve restoration concerns. The Authority will try to preserve the perimeter of trees through the construction phase; post construction, the Authority will gladly plant more trees or shrubs to shield the view from the neighbors as much as possible. The Glovers asked if they should be concerned about the quality of their well water. Manager Steff responded that the system is designed to have a 100 year life, so unless something breaks, no exfiltration is expected.

GLOVERS
(150 HAROLD)
Cont.

Mr. Bob Stewart (7300 Old Perry Highway) asked if there are lower treatment or transportation rates charged for nighttime flow vs. daytime flow. Mr. Stewart asked if the intent of the retention tank is actually to store 1 million gallons of effluent during the day to be released each night for a lower rate. Manager Steff explained that the rates paid to Erie and Millcreek are based on 3 year average flows; the time of day is not a factor in the rate Summit is charged. Engineer Yurisc added that Millcreek could charge Summit a penalty if Summit exceeded the allowable rate of flow. Mr. Stewart suggested that businesses should pay a higher rate than residential customers; Manager Steff responded that the Authority does charge a higher rate for businesses who use more than 800GPD.

STEWART
(7300 OLD PERRY)

Mrs. Denise Kochanczyk (7181 Old Perry Highway) suggested that if there is any chance of odor with an uncovered tank, the Authority should opt for a covered tank. Manager Steff responded that covering the tank would add \$1.8M to the project, not including storm water management costs. Non-covered tanks are common and the research done by Manager Steff and Engineer Yurisc indicates that odor will be minimal. Engineer Yurisc continued that a full tank can drain in approximately 15 hours; the normal volume anticipated by the Authority would drain within 2 hours of a rain event. Manager Steff stressed that the effluent that fills the tank will be mixed with storm water and therefore diluted. If odor should become an issue in the future, the Authority will take measures to test and treat for specific conditions at the site.

KOCHANCZYK
(7181 OLD PERRY)

MILLCREEK RESIDENTS TO BE HEARD

Mrs. Deb Sobina (6001 Old Perry Highway) expressed concern that she and other neighboring residents weren't directly notified about the project and asked if the Authority has considered building the retention site elsewhere. Manager Steff responded that he has worked with the Authority Engineer to study various properties and many years ago they determined the Harold Road property to be the optimal location for retention in the Route 97 corridor. The Authority acquired the property from the Deckers in 2010. The Authority has always been transparent about the intended use for the property; retention planning and discussion occurs regularly at public meetings and has been mentioned in the Summit Township newsletter, in addition to legal advertising in the Erie Times. Manager Steff stated that any interested residents are welcome to call the Authority for updates at any time. Mrs. Sobina asked if the Authority has a similar property that residents could tour. Manager Steff responded no, the retention tank on Harold Road will be the first retention tank in Summit Township. Discussion ensued regarding the non-covered retention tanks on Zimmerly Road in Millcreek Township.

SOBINA
(6001 OLD PERRY)

Mr. Jim Wronek (6031 Old Perry Highway) expressed concern about the life of one tank, considering the ultimate plan on file for the Harold Road property includes three tanks. Mr. Wronek asked how long it will be until the Authority starts construction of the

WRONEK
(6031 OLD PERRY)

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second and third tanks. Manager Steff responded that there is no way to predict growth in the corridor, but according to the best available information right now, one tank should be enough to serve the area for at least the next twenty years. Discussion ensued regarding tank cleaning and maintenance.

WRONEK
(6031 OLD PERRY)
Cont.

Residents requested an update on the Route 97 Retention Project timeline, citing the timeline presented by Engineer Yurisc at the June 28, 2018 Regular Business Meeting. Engineer Yurisc explained that there are two phases to the project. The first phase is to relieve a bottleneck in the system (The Old Perry Relief Project) and Engineer Yurisc hopes to get started on that phase in 2019; the second phase of the project is the retention tank. Mr. Welka emphasized that the Authority is simultaneously working on reducing inflow and infiltration to minimize the need for retention. Mr. Welka briefly explained the Authority's Route 97 I&I Investigation Project and possible options for future mitigation. Mr. Welka stated that he hopes through I&I mitigation the Authority may be able to wait ten years to build a retention tank. Mr. Welka continued that the planning for the retention tank will continue while the Authority waits to hear back from DCED regarding the four Commonwealth Finance Authority Pennsylvania Small Water and Sewer Grant Applications submitted by the Sewer Authority in January 2018. Mr. Welka explained that even if the Authority decides not to go ahead with the retention project next year, it's still beneficial to the community to have a plan on file to pursue grant opportunities when they arise. Mr. Marsh conveyed his confidence in Manager Steff as a good steward of the Authority's resources.

ROUTE 97
RETENTION
PROJECT
TIMELINE

SOLICITOR'S REPORT

Regarding the Route 97 Retention Project, Solicitor Joseph reports that he has been working with the Summit Township Solicitor Sennett on the Authority's request to vacate paper streets and consolidate the Authority's parcels on Harold Road. In order to meet the setback requirements, several small lots must be combined. Engineer Yurisc added that that the surveyor was on the property and located the pins. Solicitor Joseph would prefer to do the vacation and consolidation at the same time, but Manager Steff reports that the zoning office needs the lots to be combined in order to issue the next round of planning approvals. Discussion ensued. Solicitor Joseph recommends combining the lots in block 35 by parcel number, so the survey would not need to be complete for approval; the lots in block 35 can be combined with the lots in block 34 later, when the paper streets are vacated. Engineer Yurisc clarified that the plan to consolidate the parcels in block 35 must be prepared in time to submit for the September 10th Planning Commission Meeting, at which the Planning Commission will discuss the STSA's Zoning Hearing Board Application for Special Exemption Use on Harold Road.

HAROLD ROAD
CONSOLIDATION
AND VACATION

Motion by Mr. Marsh, seconded by Mr. Welka, to authorize the Solicitor to consolidate the parcels on Harold Road, in block 35. Vote 3/0.

AUTHORIZARION
TO CONSOLIDATE
PARCELS

Solicitor Joseph reports that he worked on the Afton Trucking Performance Bond for the Trails at Five Points Phase 7 Project. Solicitor Joseph worked with the attorneys in the Letter of Credit office at Northwest Savings Bank to sort out issues including original document requirements. Northwest Savings Bank wanted to require that the original Letter of Credit would have to be presented in Williamsville NY. Northwest Savings

TRAILS AT 5PTS
BOND ISSUE

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Bank eventually agreed to drop the original document requirement; they will accept a copy in Williamsville NY, if it becomes necessary for the Authority to act.

TRAILS AT 5PTS
BOND ISSUE
Cont.

Solicitor Joseph reports that in response to the standard Administrative Review Agreement, PA DOT sent a fifteen page licensing agreement regarding the PA DOT Vehicle Wash Garage Project. Manager Steff resolved the issue with the local PA DOT representatives; they signed the standard agreement.

PA DOT WASH
GARAGE PROJECT

Solicitor Joseph reports that he met with Attorney Jan Janin, Manager Steff and Billing Clerk Pfister regarding delinquent account collections. Solicitor Joseph described various collection options and the process that leads to Sherriff's sale. Solicitor Joseph advised that if the Sherriff's sale goes through the Authority's costs are recoverable as part of the sale. Mr. Marsh led a detailed discussion of several unique delinquent accounts.

DELINQUENT
ACCOUNT
COLLECTIONS

ENGINEER'S REPORT

Engineer Yurisc reports that the DEP contacted him because the permit for the Meadows Lift Station was still in the name of Maleno Developers. A permit transfer form was submitted to correctly reflect the STSA as the owner of the lift station. Engineer Yurisc stated that this development is a good sign that DEP is reviewing the permit application for the upgrade project. The DEP review of the Meadows Lift Station Upgrades Project is ongoing.

MEADOWS LS
UPGRADE
PROJECT

Engineer Yurisc distributed a report on the Inflow and Infiltration metering in the Route 97 corridor. Engineer Yurisc presented the report and focused on four areas for further investigation: Marchmont Drive, Pops Mobile Home Park, Glenmar Gardens and a backlot sewer line that runs through a valley between Robison Road East and the Pilot station at 8035 Perry Highway. The Authority has already done camera work in the Glenmar area and has scheduled more camera work in the other focus areas. Engineer Yurisc recommends that the Authority follow up with smoke and dye testing in the focus areas. Discussion ensued. Manager Steff added that the Authority now has a much better idea of how much it will cost to continue the Route 97 I&I Investigation than was known when the FY 2018-2019 budget was finalized; Manager Steff will research the issue further before making a recommendation to the Board.

RT 97 I&I
INVESTIGATION
REPORT

MANAGER'S REPORT

Manager Steff reports Greenman-Pedersen, Inc. has submitted a proposal for New Road Wetlands Mitigation Compliance Monitoring. The proposal submitted by Engineer Yurisc is for 8 inspection reports and 25 monthly checkups during non-inspection months over the DEP mandated 5 year monitoring period. Manager Steff recommends that the Authority accept the proposal from GPI for a total of \$20,500.00.

NEW ROAD
WETLANDS
MITIGATION
MONITORING

Motion by Mr. Marsh, seconded by Mr. C. Rose, to accept the proposal from GPI for New Road Wetlands Mitigation Compliance Monitoring for 5 years for \$20,500.00. Vote 3/0.

ACCEPT GPI
COMPLIANCE
MONITORING

Manager Steff reports that Maintenance Technician Banko is using his private cellphone for Authority business in the course of his work for the Authority. At this time, the

BANKO
CELLPHONE

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Authority would like to add Mr. Banko to the Authority's cellphone plan. However, Mr. Banko is locked into a contract with his current provider and is unable to switch to an Authority provided cellphone without a hefty penalty. Until such time that Mr. Banko is able to take advantage of a cellphone provided by the Authority, Manager Steff recommends that the Authority reimburse him \$55/month; this amount represents what the Authority would spend to provide Mr. Banko with a cellphone.

BANKO
CELLPHONE
Cont.

Motion by Mr. Marsh, seconded by Mr. C. Rose, to provide Mr. Banko with a cellphone allowance of \$55/month starting September 1st. Vote 3/0.

AUTHORIZE
BANKO
CELLPHONE
REIMBURSEMENT

ONGOING BUSINESS

Mr. C. Rose led a discussion of the past growth in Summit Township. Mr. C. Rose asked the Board to consider the future growth of Summit Township and the inflation of construction costs over the next 100 years. Mr. C. Rose urged the Board to consider that constructing a direct line to the City of Erie Waste Water Treatment Plant (as presented and discussed in detail at the July 26, 2018 Regular Business Meeting) would save millions over the life of the direct line, compared to the cost of transportation fees paid to Erie/Millcreek and the cost of retention project. Mr. Welka stated that he is still waiting to hear back from his contact at DEP for an initial opinion on the viability of the project.

ALTERNATIVE
TRANSPORTATION
PLAN

With no further business to come before the Board, Mr. C. Rose motioned to adjourn, seconded by Mr. Marsh. Vote 3/0.

ADJOURNMENT

Chairman Pro Tem Welka adjourned the meeting at 11:38 a.m.

Respectfully submitted by,

Caitlyn Haener-Schwab
Administrative Supervisor