

**SUMMIT TOWNSHIP SEWER AUTHORITY
MONTHLY BUSINESS MEETING
MAY 30, 2019**

The regular monthly business meeting of the Summit Township Sewer Authority was called to order with the Pledge of Allegiance at 9:02 a.m. 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; Cloyd J. Rose, Ass't Secretary; William C. Steff, P.E., Manager; George Joseph, The Quinn Law Firm; Chad Yurismic, P.E., Greenman-Pedersen; Caitlyn Haener-Schwab, Administrative Supervisor. Absent: Mark Welka, Treasurer. ROLL CALL

Motion by Mr. C. Rose, seconded by Mr. Marsh, to approve the minutes of the April 25, 2019 Regular Business Meeting. Vote 4/0 4/25/19 REGULAR MINUTES

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

SOLICITOR'S REPORT

Solicitor Joseph reported that tomorrow morning a judge will hear oral arguments regarding the Zoning Hearing Board Appeal case for the proposed Route 97 Surge Retention Project on Harold Road. Briefs have been submitted on behalf of the Authority and the Zoning Hearing Board. Solicitor Joseph anticipates a decision in June or July. RT 97 SURGE DETENTION: ZONING APPEAL

Solicitor Joseph reported that the Authority has liens for delinquent sewer rental on two properties that went up for Sherriff's sale recently: Smith (8535 Oliver Road) and Matos (8681 Oliver Road). Following the sheriff's sale, both accounts were paid in full. The Authority received \$5,457.48 from the Smith (8535 Oliver Road) lien and \$1,813.82 from the Matos (8681 Oliver Road) lien. LIENS: SMITH MATOS

Solicitor Joseph reported that Ascent Hospitality has returned a signed easement agreement between Ascent Hospitality and the Goetz Family regarding property on Downs Drive; the Authority is included as a party in the agreement. Manager Steff summarized that the Goetz Family granted the easement to Ascent Hospitality on the condition that the Authority would enforce a 25GPM maximum limit on flow across their property, due to the limited capacity in the area. Solicitor Joseph continued that the agreement will be recorded once the Quinn Law Firm receives payment from Ascent Hospitality. ASCENT HOSPITALITY (DOWNS DRIVE)

Solicitor Joseph reported that Abington Crest (1267 S. Hill Road) was in a receivership and it has concluded. To the extent that the Authority has not been paid yet, Solicitor Joseph advised the Billing Clerk to combine the pre-receivership and post-receivership accounts to bill for the total amount due. ABINGTON CREST RECEIVERSHIP

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Solicitor Joseph reported the mortgage lender has agreed to waive the fees and appraisal originally required for the transfer of the Ed Pacy (6311 Cherry Street) parcel to the Authority for the Meadows Lift Station Upgrade Project. Solicitor Joseph had Manager Steff sign the necessary documents for the closing. The closing on the parcel is later today.

MEADOWS LS:
PACY PARCEL

Solicitor Joseph reported that he worked with Manager Steff to draft a loan resolution for the Authority to enter into an agreement to borrow \$3,000,000 from the Summit Supervisors. Solicitor Joseph deferred to the Manager's report for presentation.

PROPOSED LOAN
FROM TWP
SUPERVISORS

ENGINEER'S REPORT

Engineer Yurisc reported that the area for the future Oliver Road Gravity Project has been flown and mapped. The next step is for Maleno, the developer of the future Summit Pointe subdivision, to provide the Authority with a planning module so the Authority can add a corrective action plan and propose upsizing.

OLIVER ROAD
GRAVITY PROJECT

Engineer Yurisc reported that the original request for planning module exemption submitted for the proposed Calamar Senior Housing Development (Robison Road) was rejected by the DEP in May 2018 due to technicalities, such as signatories and land use issues. The developer has reapplied and has asked if they can go through the exemption process. The section of sewer main they are requesting to connect to is not surcharging now, but the Calamar Project will bring the area close to capacity. Engineer Yurisc recommended to Manager Steff that Calamar should proceed with the planning exemption procedure, but this will likely be the last exemption allowed without upsizing.

CALAMAR
DEVELOPMENT
(ROBISON RD)

Engineer Yurisc reported that the completion date for the Meadows Lift Station Upgrades Project will have to be extended due to timing issues with the supplier. Engineer Yurisc anticipates that the project will be complete in October and the contract extension will be drafted by the contractor once the delivery date is firm.

MEADOWS LIFT
STATION
UPGRADES
PROJECT

MANAGER'S REPORT

Manager Steff reported that the construction of the sewer lines for the Village at Valley View Farms Subdivision has been completed per the approved plans. Manager Steff has prepared Resolution 2019-01 to accept and adopt as public the Village at Valley View Farms sewer lines as detailed in the resolution. Manager Steff presented and read aloud Resolution 2019-01.

VILLAGE AT
VALLEY VIEW
SEWER COMPLETE

Motion by Mr. M. Rose, seconded by Mr. Marsh, to adopt Resolution 2019-01, a resolution for the acceptance and adoption of certain sewer lines as public sewer lines within Summit Township. Vote 4/0.

RESOLUTION
2019-01
TO ADOPT SEWER

Manager Steff reported that the 1987 Serco Rodding Machine has been bid for sale through Municibid Online Government Auctions. Manager Steff explained that through the Minicibid website, municipalities can list items for public bid in a process that meets bid requirements. The high bid was \$545.00 and the bidder was Gary Weigel of

BIDS TO SELL
SERCO RODDING
MACHINE

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Montgomery PA (bid tab attached). The bidder was advised that the Board must approve of the sale before it is final. Manager Steff recommends that the Board approve the sale.

BIDS TO SELL
(Cont.)

Motion by Mr. M. Rose, seconded by Mr. C. Rose, to approve the sale of the 1987 Serco Rodding Machine to Mr. Weigel for \$545.00. Vote 4/0.

APPROVE SALE

Manager Steff reported that the Authority has received an agreement from National Fuel Gas to extend natural gas service to the Meadows Lift Station. NFG will install 110ft of gas main, 65ft of distribution line and a meter for \$6,934.54. Manager Steff recommends that Chairman sign the agreement.

MEADOWS LIFT
STATION & NFG

Motion by Mr. M. Rose, seconded by Mr. Marsh, to enter into an agreement with National Fuel Gas to extend service to the Meadows Lift Station and authorize Chairman Fette to sign the agreement. Vote 4/0.

ENTER INTO NFG
SERVICE
AGREEMENT

Manager Steff distributed and presented the proposed 10 Year Capital Spending Plan and a draft Resolution and Promissory Note with Summit Township. Manager Steff explained that he gave a presentation on May 16, 2019 to the Erie County Redevelopment Authority and all three Summit Township Supervisors. At the conclusion of the May 16th presentation, Manager Steff asked to borrow \$3,000,000 from the Summit Township Supervisors at an annual interest rate of 2.5%, with monthly payments for 40 years. The funds borrowed from the Township will be used for surge retention on Route 19 and Route 97. In the drafted Resolution and Promissory Note with Summit Township, there's a late payment penalty of 5%; a late payment is considered a default and the note becomes payable once the Township notifies the Authority of the default in writing and the default is not cleared within 30 days of the written notice. Discussion ensued.

10-YR CAPITAL
SPENDING PLAN
PRESENTATION

Motion by Mr. M. Rose, seconded by Mr. C. Rose, that the Authority approve entering into a \$3,000,000, 40-year-term Note, payable at 2.5% interest, with Summit Township to fund construction of surge retention facilities for both the Route 19 and the Route 97 sub-systems, upon approval of a Loan Resolution by the Township Supervisors in substantially the form attached, and further that the Authority Officers be authorized to sign the Promissory Note for repayment of the Loan in the form attached hereto, or with such revisions as to form as approved by the Authority solicitor. Vote 4/0.

APPROVE
RESOLUTION &
PROMISSORY
NOTE

The 10 Year Capital Spending Plan includes proposed borrowing from the Erie County Redevelopment Authority and PennVest; there are nine projects on the plan. The 10 Year Capital Spending Plan proposes to increase the rate in regular increments over the next 7 years until the rate is \$108/qtr. Discussion ensued. The Board directed Manager Steff to continue pursuing a loan from the Erie County Redevelopment Authority and to clarify the terms.

10-YR CAPITAL
SPENDING PLAN
PRESENTATION
(Cont.)

Manager Steff distributed and presented the drafted Budget for Fiscal Year 2019-2020. Manager Steff emphasized that the proposed budget includes a rate increase from \$87.00/qtr to \$90.00/qtr due to necessary lift station upgrades, the City of Erie Capital

FY 19-20 BUDGET
PRESENTATION

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Improvements Plan, Oliver Road Relief, Surge Retention Facilities and failed on-lot disposal system clean-up projects. In the next fiscal year \$40,000 is budgeted for Inflow and Infiltration Mitigation, utilizing the findings of this year's I&I investigation. Discussion ensued. The Board will continue to review and consider the drafted budget for adoption at the June 2019 Regular Business Meeting.

FY 19-20 BUDGET
PRESENTATION
(Cont.)

NEW BUSINESS

Mr. C. Rose read a prepared statement regarding future planning (2 pages attached).

C. ROSE
STATEMENT

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

ADJOURNMENT

Chairman Fette adjourned the meeting at 10:49 a.m.

Respectfully submitted by,

Caitlyn Haener-Schwab
Administrative Supervisor