

**SUMMIT TOWNSHIP SEWER AUTHORITY
MONTHLY BUSINESS MEETING
APRIL 28, 2022**

The regular monthly business meeting of the Summit Township Sewer Authority was called to order with the Pledge of Allegiance at 9:00 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; Michael Andrus, Ass't Secretary; Mark Welka, Treasurer; William C. Steff, P.E., Manager; Solicitor George Joseph, The Quinn Law Firm; Chad Yuriscic, P.E., Greenman-Pedersen; and Caitlyn Haener-Schwab, Administrative Supervisor. Visitor: Ron Froess, resident. ROLL CALL

Motion by Mr. Andrus, seconded by Mr. Marsh, to approve the minutes of the March 31, 2022 Regular Business Meeting. Vote 5/0. 3/31/22 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 5/0. TREASURER'S REPORT

Motion by Mr. Rose, seconded by Mr. Marsh, to approve the Expenditure Report as submitted to and reviewed by all Board members. Vote 5/0. EXPENDITURES

SOLICITOR'S REPORT

Solicitor Joseph reported that the Authority should expect to receive payment of the delinquent sewer balance for the Radomski property at 855 South Hill Road. Solicitor Joseph has confirmed with Erie County that a check is in the mail for \$1,187.98. RADOMSKI
(855 South Hill Rd)

Solicitor Joseph reported that he is working on easements related to the Connection Assistance Project. Solicitor Joseph advised that a new exhibit for 2835 Flower Road (Rock) is required to proceed with the easement agreement. EASEMENT
AGREEMENTS

ENGINEER'S REPORT

Engineer Yuriscic reported that he has prepared the First Quarter 2022 Corrective Action Plan for Oliver Road. Engineer Yuriscic explained that there were no new EDUs to report this quarter. Engineer Yuriscic further explained that the Authority has committed 7.5 EDUs since the Corrective Action Plan began and 20 EDUs remain. CORRECTIVE
ACTION PLAN
OLIVER RD

Engineer Yuriscic reported that the Oliver Road Lift Station Gravity Contract #1 will begin construction soon. Engineer Yuriscic added that Terra Works has had some issues acquiring materials and parts for equipment repair, but they still plan to meet the June 30, 2022 deadline for substantial completion. OLIVER ROAD
CONTRACT #1
GRAVITY

Engineer Yuriscic reported that the Oliver Road Forcemain Contract #2 will begin construction in June 2022. Konzal Construction has acknowledged the June 30, 2022 deadline for substantial completion. Konzal's main concern will be the weather conditions. Dry weather will be optimal for directional drilling from the Oliver Road Lift Station to Robison Road. OLIVER ROAD
CONTRACT #2
FORCEMAIN

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Engineer Yurisc reported that the Oliver Road Lift Station Contract #3 lift station is planned for delivery in August. Ray Showman Jr. Excavating's substantial completion deadline is October 2022.

**OLIVER ROAD
CONTRACT #3
LIFT STATION**

Engineer Yurisc reported that GPI has submitted the Water Quality Management Part Two application to the DEP for the Old Perry Highway Relief Project. Engineer Yurisc explained that the application covers Phase One Old Perry Relief Project and Phase Two Surge Detention Project. Engineer Yurisc estimates that the DEP review will be complete in three months, then the project can go to bids in July, and be awarded in September. Engineer Yurisc noted that Phase One Old Perry Highway Relief sewer work will have to be complete by the end of May because the grant expires June 30, 2023.

**OLD PERRY
HIGHWAY
RELIEF PROJECT**

Engineer Yurisc reported that several Connection Assistance Project homeowner comments have been received by the April 15th deadline. In response to the comments, GPI will work on updating the easement exhibits. Engineer Yurisc will transmit the updated exhibits to the Solicitor for easements. Engineer Yurisc reported that GPI has started work on the road occupancy permits.

**CORRECTIVE
ASSISTANCE
PROJECT**

MANAGER'S REPORT

Manager Steff reported that the Authority opened a new account at PNC Bank for PennVest Funds and Mr. Rose needs to be added to the account as a signatory. Manager Steff explained that the item was not included on the agenda. Solicitor Joseph advised that the Authority should make two motions. Solicitor Joseph advised that he considers the motion to be de minimus, it does not involve a contract, and it does not require the expenditure of funds.

**PENN VEST
SIGNATORIES:
ADD ROSE**

Motion by Mr. Welka, seconded by Mr. Andrus, to amend the agenda to add a motion to authorize Mr. Rose as a signatory on the PennVest Account at PNC Bank. Vote 5/0.

**MOTION TO
AMEND AGENDA**

Motion by Mr. Andrus, seconded by Mr. Marsh, to authorize Mr. Rose as a signatory on the PennVest Account at PNC Bank. Vote 5/0.

**MOTION TO
ADD ROSE**

Manager Steff reported that Best Buy (6650 Peach Street) has installed a power-flushing system that uses large quantities of water. Manager Steff reported that Best Buy was contracted by the Authority to advise them that their sewer usage is expected to drastically increase their sewer bills. A local representative of Best Buy responded that the installation was a corporate decision and no local action would be initiated. The Authority has switched Best Buy from quarterly billing to monthly billing in response to their usage volume.

**BEST BUY
(6650 Peach St.)**

Manager Steff reported that he has been shopping managed information technology proposals. Manager Steff explained that most IT providers are migrating their clients from spot repairs to managed services. The Authority is shopping for a service to provide a consistent budget line-item with a flat monthly rate, workstation monitoring, server monitoring, antivirus protection, web-based filtering, cyber threat detection, support, and recovery.

**MANAGED
INFORMATION
TECHNOLOGY
PROPOSALS**

RESIDENT TO BE HEARD

Mr. Froess (8450 Hawick) requested more information about the Kowalczyk subdivision on Robison Road West. Specifically, Mr. Froess asked Manager Steff to explain how the sewer line extending along Robison will cross the creek west of Hawick Road. Manager Steff explained that developer has not yet submitted the plan, but they have discussed the concept for the plan. Manager Steff explained that the developer plans to make the manhole deeper to go under the creek. Manager Steff added that the Authority may consider participating in the project to upsize the pipe to create more opportunities for sewer on Robison Road. Manager Steff offered to have a more detailed discussion with Mr. Froess following the public meeting.

FROESS
(8450 Hawick)

NEW BUSINESS

None.

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

ADJOURNMENT

Chairman Fette adjourned the meeting at 9:28 a.m.

Respectfully submitted by,

Caitlyn Haener-Schwab
Administrative Supervisor