

# SUMMIT TOWNSHIP WATER AUTHORITY

## Regular Business Meeting

### Tuesday, October 5, 2021

The regular business meeting of the Summit Township Water Authority was called to order by Chairman Davis at 6:00 p.m., followed by a salute to the flag. Present were Authority members Lacey, Stevens, Kurtz and Schaefer. Also present were Solicitor Blakely, Engineer Zack, Manager Mitchell, Assistant Manager B. Hiles and Recording Secretary K. Hiles. There was no one in the audience.

CALL TO ORDER

Motion by Kurtz, seconded by Schaefer, to approve the minutes of the September 8<sup>th</sup> Regular Business Meeting, having been reviewed by all Board members.

APPROVAL OF MINUTES

**VOTE: 5/0**

Motion by Stevens, seconded by Schaefer, to approve the September Treasurer's Report as submitted.

APPROVAL OF  
TREASURER'S REPORT

**VOTE: 5/0**

Motion by Schaefer, seconded by Lacey, that said amounts be drawn upon the treasury for payment of the September 2021 expenses.

APPROVAL OF EXPENSES

**VOTE: 5/0**

Engineer Zack reported the Water Model is complete. The next step is a PowerPoint presentation of the model with Manager Mitchell and Authority staff on Thursday, October 7, 2021 to get feedback and clear up any questions. Then, Alan Frygier from CT will show Authority staff how to best use the software. Zack also reported that the preliminary design for the Unidirectional Flushing has been started.

CT CONSULTANTS WATER  
MODEL PROGRESS

Zack announced that a GIS proposal has been submitted to Mitchell and B. Hiles for approval. The first task will be to recreate the CAD mapping and the second task is training for the Trimble unit and other GIS capabilities.

GIS PROPOSAL

Zack reported that a meeting was held with Mike Hall from PennDOT on October 4, 2021 regarding the reimbursement request for the 5 Points round-a-bout relocation. Hall was questioning why the actual costs were so much higher than the original estimate. Zack explained that the former engineer, GPI, sent 2 preliminary estimates for engineering costs. The first was \$21,604.59; however, the final estimate submitted to the Authority for signature was reduced to \$1,200.00. GPI then submitted invoices to the Authority in the amount of \$20,699.05. The Authority also had expenses from trucks and equipment that were needed onsite but were not in the original estimate. Hall stated we need to send a letter explaining the additional costs for the state to reconsider our reimbursement request.

5 POINTS RELOCATION REQUEST

Lastly, CT is compiling a list of materials and equipment needed for the Hamot Road wellfield development. This information will be used for submission of the grant CT is helping the Authority apply for.

HAMOT ROAD WELLFIELD  
DEVELOPMENT

Solicitor Blakely advised he drafted a letter to send to GPI giving them 30 days to turn over the Authorities CAD drawings. He recommends sending the letter to the Manager in Pittsburgh to avoid local politics.

LETTER TO GPI REQUESTING CAD  
DRAWINGS

Blakely reported he received the payoff for GREATT's judgement filed by the Authority.

GREATT JUDGEMENT PAYOFF

There is a small balance due for current charges that he will follow-up on.

Manager Mitchell reviewed the rate schedule for Grant Writing from CT Consultants and recommends approval of the proposal as submitted.

CT CONSULTANTS GRANT WRITING FEE SCHEDULE

Mitchell informed the Board that the screen was installed in Moore Road Well #4. The well is pumping 175 gallons per minute; however, with a bigger pump it should be able to pump 300 gallons per minute. Also, there was minimal impact to Well #3 when they were running Well #4.

NEW WELL AT MOORE ROAD

Mitchell reported all Authority owned vehicles were undercoated by Authority employees this year to save money. Instead of paying \$500 for 5 vehicles, we paid \$275 total for the undercoating.

AUTHORITY VEHICLES UNDERCOATED

Regarding the DEP Requirements, security cameras have been installed at all of the pump stations and towers. We are also installing a gate at Moore Road Well Fields which is 95% done.

DEP REQUIREMENTS

With respect to the Hamot Road property, a new "No Trespassing" sign was installed informing the public that the property is owned by the Authority. Sanford Surveying was hired to survey the property and should begin in 2-3 weeks. Once the surveying is complete, we can start spooning the area to see if we can get adequate water supply. If the results are good, we will start applying for the permits needed to start digging a well.

HAMOT ROAD PROPOSED WELLFIELD

Mitchell asked Davis if he has heard anything about the Cares Act money. Davis stated he will check into it.

CARES ACT MONEY

Lacey questioned the PA One Call charges and asked if the pipes behind Lowes have been replaced yet from the water line break last month. Discussion ensued.

PA ONE CALL AND REPLACED WATER LINE

Stevens wants the Board to have a discussion regarding what the Authority will do for retirees. He suggested a plaque or a watch. It was decided they will make a decision at a later time.

RETIREE GIFTS

Lastly, Mitchell proposed a change to the Personnel Code regarding Temporary/Seasonal employees. Mitchell is suggesting we add a statement regarding an Assistant Manager being able to receive medical benefits. A discussion ensued. The Board decided to have an executive session prior to the next meeting to discuss this and make a decision.

PERSONNEL CODE PROPOSED CHANGE

Chairman Davis presented Resolution 2021-2 authorizing the Authority to request a PA Small Water and Sewer Program grant of \$500,000 from the Commonwealth Financing Authority to be used for Water System Improvements.

APPROVAL OF RESOLUTION 2021-2

Motion by Lacey, seconded by Schaefer, authorizing execution of Resolution 2021-2 as presented.

**VOTE: 5/0**

With no further business to come before the Authority, motion by Schaefer, seconded by Stevens, to adjourn the meeting at 6:35 p.m.

ADJOURNMENT

**VOTE: 5/0**

Respectfully submitted,

Kathlene M. Hiles  
Recording Secretary 10/20/21