

**SUMMIT TOWNSHIP SEWER AUTHORITY  
MONTHLY BUSINESS MEETING  
AUGUST 25, 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: Michael Rose, Vice Chairman; Laban Marsh, Secretary; Michael Andrus, Ass't Secretary; William C. Steff, P.E., Manager; Solicitor George Joseph, The Quinn Law Firm; and Caitlyn Haener-Schwab, Administrative Supervisor. Absent: Chris Fette, Chairman; Mark Welka, Treasurer; and Chad Yuriscic, P.E., Greenman-Pedersen. ROLL CALL

Motion by Mr. Andrus, seconded by Mr. Marsh, to approve the minutes of the July 28, 2022 Regular Business Meeting. Vote 3/0. 7/28/22 MINUTES

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

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

**SOLICITOR'S REPORT**

Solicitor Joseph updated the Board regarding easement agreements with property owners related to the Connection Assistance Project. Solicitor Joseph reported that project changes have made an easement from Center City Investments unnecessary. Solicitor Joseph reported that Kolesnichenko has been noncommunicative and the deadline of August 1, 2022 has passed. Solicitor Joseph recommended that the Authority should proceed with eminent domain. CONNECTION ASSISTANCE PROJECT EASEMENTS

Solicitor Joseph presented Resolution 2022-01: Authorizing the Solicitor and Authority Manager to prepare and file Declarations of Taking, as necessary, in order to acquire property interests as required for easements allowing for connections to the public sanitary sewer system through the 2022 Sanitary Sewer Connection Assistance Project. The property identified in Resolution 2022-01 is the Kolesnichenko, property at 6830 Cherry Street Extension. Solicitor Joseph explained that the property owner has thirty days to file an objection. Discussion ensued. Mr. Marsh clarified with Manager Steff that the easement is in a non-buildable area of the lot. Solicitor Joseph explained that the Declaration of Taking includes a bond of an unspecified amount, and the purpose of the document is to say that the Authority will pay a fair amount for the easement. EASEMENT BY DECLARATION OF TAKING (6830 CHERRY)

Motion by Mr. Marsh, seconded by Mr. Andrus, to adopt Resolution 2022-01 Authorizing the Solicitor and Authority Manager to prepare and file Declarations of Taking, as necessary, in order to acquire property interests as required for easements allowing for connections to the public sanitary sewer system through the 2022 Sanitary Sewer Connection Assistance Project. Vote 3/0. ADOPT RESOLUTION 2022-01

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Solicitor Joseph reported that representatives from Windsor Hospitality have signed the easement agreement for 8040 Oliver Road for the Connection Assistance Project. Solicitor Joseph recommended that the Authority enter into the easement agreement with Windsor Hospitality.

WINDSOR  
HOSPITALITY  
(8040 OLIVER RD)

Motion by Mr. Marsh, seconded by Mr. Andrus, to enter into the easement agreement with Windsor Hospitality for 8040 Oliver Road. Vote 3/0.

APPROVE  
EASEMENT  
AGREEMENT

**ENGINEER’S REPORT**

On behalf of Engineer Yurisc, Manager Steff presented two payment applications for the Oliver Road Gravity, Force main, and Lift Station Improvements Project. Manager Steff relayed that Engineer Yurisc reviewed the payment applications and recommends them for payment.

OLIVER ROAD  
FM, GRAVITY,  
LIFT STATION  
CONTRACTS

Motion by Mr. Marsh, seconded by Mr. Andrus, to approve Payment Application #3 for Oliver Road Force Main Replacement Project Contract 2, from Konzal Construction in the amount of \$83,254.00. Vote 3/0.

APPROVE PMT #3  
KONZEL CONST.

Motion by Mr. Marsh, seconded by Mr. Andrus, to approve Payment Application #1 for Oliver Road Gravity Sewer Replacement Project Contract 1, from Terra Works in the amount of \$124,392.97. Vote 3/0.

APPROVE PMT #1  
TERRA WORKS

**MANAGER’S REPORT**

Manager Steff reported that the Authority is on track to bid and award the Lateral Assistance Project next month. Manager Steff advised the Board that he has recently been in contact with the DCED about the June 30, 2023 deadline in the grant awarded by the Commonwealth Financing Authority under the Pennsylvania Small Water and Sewer Program for \$343,710 to assist residents with the cost of the project on the public side. Manager Steff explained that the Authority will likely need an extension in time. DCED responded that the earliest the Authority can apply for an extension is in January-February 2023. Manager Steff requested guidance from the Board about whether the Authority should proceed to bid and award the contract before we know whether our extension request will be approved. The Board agreed that the Authority should proceed.

LATERAL  
ASSISTANCE  
PROJECT

Manager Steff presented a standard developer agreement signed by Mr. Palermo on behalf of PLP-VI, LP for the proposed Phase 3 of the Saddlewood Subdivision. Manager Steff reported that the developer has deposited the required funds into escrow, and he recommends that the Authority enter into the agreement.

SADDLEWOOD  
PHASE 3

Motion by Andrus, seconded by Mr. Marsh, to enter into the developer agreement with PLP-VI, LP for Saddlewood Phase 3. Vote 3/0.

APPROVE  
DEVELOPER  
AGREEMENT  
PLP-VI

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**NEW BUSINESS**

None.

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

ADJOURNMENT

Vice Chairman Rose adjourned the meeting at 9:29 a.m.

Respectfully submitted by,

Caitlyn Haener-Schwab  
Administrative Supervisor