

**SUMMIT TOWNSHIP SEWER AUTHORITY  
MONTHLY BUSINESS MEETING  
FEBRUARY 23, 2023**

The regular monthly business meeting of the Summit Township Sewer Authority was called to order with the Pledge of Allegiance at 9:15 a.m. at the Sewer Authority Building, 8890 Old French Road, Erie, Pennsylvania. CALL TO ORDER

Present: Chris Fette, Chairman; Michael Rose, Vice Chairman; Mark Welka, Treasurer; Michael Andrus, Ass't Secretary; William C. Steff, P.E., Manager; Solicitor George Joseph, The Quinn Law Firm (via telephone); Jeff Kordes, P.E., Greenman-Pedersen; Chris Hodge, Assistant Project Manager; and Caitlyn Haener-Schwab, Administrative Supervisor. Absent: Laban Marsh, Secretary. Visitor: Joseph Bannister (3301 Flower Road). ROLL CALL

Motion by Mr. Andrus, seconded by Mr. Welka, to approve the minutes of the January 26, 2023, Reorganization Meeting. Vote 4/0. 1/26/23 REORG  
MINUTES

Motion by Mr. Andrus, seconded by Mr. Welka, to approve the minutes of the January 26, 2023, Regular Business Meeting. Vote 4/0. 1/26/23 REGULAR  
MINUTES

Motion by Mr. Welka, seconded by Mr. Andrus, to approve the Treasurer's Report as submitted to and reviewed by all Board members. Vote 4/0. TREASURER'S  
REPORT

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

**MCKEAN RESIDENT TO BE HEARD**

Joseph Bannister stated that he wants to connect his property at 3301 Flower Road, in McKean Township, to the Summit Township sanitary sewer. Mr. Bannister presented to the Board letters from Wolf Environmental and the Erie County Department of Health stating that the property is unsuitable for any type of conventional on-lot septic system. Both letters recommend that the best sewer solution for the property is to pursue an intermunicipal agreement to connect to the Summit Township system near the Valley View Lift Station at 3195 Flower Road. The second alternative proposed in both letters is a single resident sewage treatment plant, which requires discharge into a stream, but there is not a stream on the property. Mr. Bannister also presented a map showing the proposed path of approximately 1,140 LF of force-main along Flower Road. Discussion ensued. Manager Steff explained that Mr. Bannister is not a Summit Township resident and the Authority comprehensive plans do not include extending sewer beyond Summit Township. Manager Steff requested direction from the Board about whether the Authority wants Manager Steff to get involved with this project at this time. The Board indicated support for the project in light of Mr. Bannister's unique circumstances and directed Manager Steff to proceed with preparing a Developer Agreement. Mr. Bannister thanked the Board and left the meeting at 10:11 a.m. BANNISTER  
(3301 FLOWER RD)

### **SOLICITOR'S REPORT**

Solicitor Joseph reported that he has been working on the Developer Agreement with the Pennsylvania State Police. Solicitor Joseph reported that he has been working with the assistant counsel in the Department of General Services, and four issues have been resolved. Solicitor Joseph explained that there is one issue left to resolve and he expects to have it resolved for the next meeting.

PA STATE  
POLICE

Solicitor Joseph reported that he has been in communication with the attorney and the insurance carrier for Plastikos regarding a potential business interruption claim relating to a backup during sewer construction on Oliver Road. Solicitor Joseph reported that Plastikos has not yet submitted any documentation to substantiate the proposed figures to the insurance carrier.

PLASTIKOS  
BACKUP

Motion by Mr. Rose, seconded by Mr. Welka, to enter executive session to discuss potential litigation. Vote 4/0.

EXECUTIVE  
SESSION

The Board returned to regular session at 10:37 a.m.

### **ENGINEER'S REPORT**

Engineer Kordes reported that Konzel Construction only has sewer along Bloomfield Parkway remaining under the Old Perry Relief Sewer Contract 2022-01. Engineer Kordes reviewed and approved a field order due to a minor relocation that required flipping the wye. Engineer Kordes has reviewed Payment Application #1 and recommends that the Board approve payment to Konzel Construction in the amount of \$181,234.80.

OLD PERRY  
RELIEF SEWER  
PAYMENT  
APPLICATION 1

Motion by Mr. Rose, seconded by Mr. Andrus, to approve Payment Application #1 by Konzel Construction for Old Perry Relief Sewer Contract 2022-01 in the amount of \$181,234.80. Vote 4/0.

APPROVE  
PAYMENT #1

Manager Steff added that the Authority has submitted Grant Reimbursement #1 to the DCED for the Old Perry Relief Project in the amount of \$192,276.00. Manager Steff explained that the reimbursement application included the Konzel Construction Payment Application #1 plus engineering and investigation expenses; DCED will review the application and modify it if necessary.

DCED GRANT  
REIMBURSEMENT  
#1

Engineer Kordes reported that Konzel Construction has started work under Contract 2022-03 Connection Assistance Project. Engineer Kordes reported that he has been working on updating the standard connection exhibits to be included in the connection packets that will go out to project residents with the notices to connect.

CONNECTION  
ASSISTANCE

Engineer Kordes reported that Ray Showman has submitted Payment Application #1 under Oliver Road Pump Station Replacement Contract #3. Engineer Kordes explained that the wetwell and vault materials are in storage at A.C. Miller while the pump station is delayed. The contractor reported that subcontractor Precision Systems received the pumps, started fabrication, and the tentative delivery date will be mid-March. In the meantime, Showman has incurred expenses related to the storage of materials during the delays. Showman's payment application reflects completed and stored materials,

SHOWMAN  
PAYMENT  
APPLICATION #1

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bonding, and insurance. Engineer Kordes has reviewed the payment application and recommends conditional approval. Engineer Kordes and Manager Steff recommend that prior to payment Showman should be required to provide: (1) a schedule of value; (2) proof of insurance; and (3) certify that there are no liens on the materials in the payment request. Engineer Kordes and Manager Steff recommend that once Showman has satisfied all three conditions the payment should be made in the amount of \$59,772.60.

SHOWMAN  
PAYMENT  
APPLICATION #1

Motion by Mr. Rose, seconded by Mr. Welka, to conditionally approve Payment Application #1 to Ray Showman Excavating in the amount of \$59,772.60 pending the final approval of the Manager and Engineer.  
Vote 4/0.

CONDITIONAL  
APPROVAL  
PAYMENT #1

Engineer Kordes reported that he and the Authority staff met with Terra Works regarding Oliver Road Gravity Project Contract #1 to discuss the plan to evaluate the defective pipe that has been installed. Terra Works agreed to televise the defects, provide the results to the Authority for review, then have a meeting to plan next steps. Terra Works plans to investigate partial realignment near the Country Inn (8040 Oliver Road), starting with elevation shots. Terra Works submitted Payment Application #3. The GPI inspector evaluated the quantities in the payment application to ensure the Authority was not going to pay for any of the defective pipe. Just prior to the meeting, Terra Works provided an alternative payment application with the deficiency reflected in the retention amount. Engineer Kordes reported that he needs more time to review the revised payment application. Engineer Kordes and Manager Steff recommend that the Board approve payment to Terra Works, not to exceed \$77,000.00 pending the Engineer's review and approval.

OLIVER  
GRAVITY  
CONTRACT:  
TERRA WORKS

Motion by Mr. Rose, seconded by Mr. Andrus, to conditionally approve Terra Works Payment Application #3 under Oliver Road Gravity Project Contract #1 in an amount not to exceed \$77,000.00 pending the final approval of the Manager and Engineer. Vote 4/0.

CONDITIONAL  
APPROVAL  
PAYMENT #3

Engineer Kordes reported that the Army Corps of Engineers responded to the letter sent by GPI to the PA DEP Watershed Program Manager regarding the monitoring obligations under the New Road Wetlands Mitigation. Engineer Kordes reported that the Army Corps wants to tour the site with GPI.

NEW ROAD  
WETLAND  
MITIGATION

**MANAGER'S REPORT**

Manager Steff presented the Rate Analysis 2021-2022 and compared it to the Rate Analysis 2016-2017. Discussion ensued.

RATE ANALYSIS

Mr. Rose left the meeting at 10:46 a.m.

Assistant Project Manager Hodge presented the 2023 Ordinance Compliance Project: Currently, the Summit Supervisors' ordinance mandates connection of occupied buildings within 300 feet of sewer and testing provisions for those beyond 300 feet. GIS technology made it possible to identify properties effected by the ordinance change. Forty-seven properties were identified as being out of compliance with sewer connection

2023 ORDINANCE  
COMPLIANCE  
PROJECT

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ordinances. Thirty-one of those properties are currently part of the partially grant-funded Connection Assistance Project. Seven properties fall within 300 feet for which sanitary sewer stubs are available. Nine additional properties are beyond 300 feet for which sanitary sewer stubs are available. Properties within 300 feet will be responsible for hiring a contractor to install gravity laterals or a private grinder pump system. Property owners beyond 300 feet will be required to submit verification that their current on-lot system is functional. Property owners will have until June 30, 2024, to connect or submit verification. Manager Steff asked the Board to consider whether the Authority should send each property owner within 300 feet a connection notice and send each property owner beyond 300 feet a request for testing or option to connect. Manager Steff proposed that the owners should receive advanced notice in March 2023. Discussion ensued. The Board agreed with Manager Steff and Assistant Project Manager Hodge that the Authority should develop a policy to restrict who is authorized to tap into the sewer main lines. The Board decided to table the topic until next month to allow time for Mr. Rose and Mr. Marsh to participate in the decision.

**2023 ORDINANCE  
COMPLIANCE  
PROJECT  
(Cont.)**

**NEW BUSINESS**

**ADJOURNMENT**

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

Chairman Fette adjourned the meeting at 11:46 a.m.

Respectfully submitted by,

Caitlyn Haener-Schwab  
Administrative Supervisor