

**SUMMIT TOWNSHIP SEWER AUTHORITY
MONTHLY BUSINESS MEETING
FEBRUARY 29, 2024**

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; Laban Marsh, Secretary; Mark Welka, Treasurer; Michael Andrus, Asst. Secretary; William C. Steff, P.E., Manager; Chris Hodge, Assistant Project Manager/GIS Technologist; Solicitor George Joseph, The Quinn Law Firm; Jeff Kordes, P.E., Greenman-Pedersen; and Wendy Burbules, Administrative Supervisor. Absent: Michael Rose, Vice Chairman. Visitors: None.

ROLL CALL

Motion by Mr. Andrus, seconded by Mr. Welka, to approve the minutes of the January 25, 2024, Regular Business Meeting. Vote 4/0.

01/25/24
MINUTES

Motion by Mr. Andrus, seconded by Mr. Marsh, to approve the minutes of the January 25, 2024, Re-Organizational Meeting. Vote 4/0.

01/25/24 RE-
ORG 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.

EXPENDITURE
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SOLICITOR'S REPORT

Solicitor Joseph reported that he issued an Act 1 notice for delinquent sewer rental fees to Agora Services Group, 1267 South Hill Rd., Erie, PA 16509. Solicitor Joseph spoke to Daniel Magot, but Mr. Magot stated that they are only responsible for cleaning the property and they do not own it. The property was turned over to Abington Crest Prop Co LLC. Solicitor Joseph has sent them the Act 1 notice and is waiting to hear back. Solicitor Joseph issued three other Act 1 notices: 2190 New Road, 6210 Vite Drive and 9380 Peach Street.

ACT 1 NOTICES

ENGINEER'S REPORT

Engineer Kordes reported that the three air valves that were installed are operating at a lower flow than expected. The data suggests installing an air release only valve to the highest valve of the three. It's here and is ready to be installed. After the valve is installed, it'll be re-evaluated. Engineer Kordes stated that Konzel Construction installed the three air valves and is requesting payment. There is still \$5,000.00 being held on the contract.

OLD PERRY
HIGHWAY

Motion by Mr. Andrus, seconded by Mr. Marsh to pay Konzel Construction the payment request on Contract 2022-1 Old Perry Highway Sewer Relief Project, Payment #7, \$46,967.00. Vote 4/0.

APPROVE
PAYMENT #7

Engineer Kordes stated that the flume manufacturer is still reviewing the results from the tests. GPI is meeting with them, March 1st, to discuss it further. They'll be discussing ways on how to get a more accurate reading. Discussion ensued. Engineer Kordes stated that Church and Murdock is requesting payment for stored materials they have from the electrical work that has been on hold due to the flume issue.

OLD PERRY

**Summit Township Sewer Authority
Monthly Business Meeting
February 29, 2024**

Motion by Mr. Andrus, seconded by Mr. Marsh to pay Church and Murdock Electric the payment request on Contract 2022-2 Old Perry Highway Sewer Relief Project, Payment #2, \$3,420.00. Vote 4/0. APPROVE PAYMENT #2

Engineer Kordes reported on the Oliver Road Gravity Replacement Project. The Authority, GPI, TerraWorks and EADS Group met to discuss the design on the re-route. EADS hopes to submit revised plans next week. The pipe bursting issues were also discussed with TerraWorks. GPI calculated the minimum slope to achieve the permitted capacity at 0.3%. They then added that information with the data from Raven Air to determine the minimum amount of pipe that needs replaced. TerraWorks came in with a much lower number that needed replaced but once GPI explained how they determined the minimum slope, TerraWorks was more agreeable. Replacements might be longer due to where it's best to fuse the pipe. Discussion ensued. OLIVER ROAD GRAVITY REPLACEMENT

Engineer Kordes stated that the pipe's condition is not suitable for repairs at the Ennis Subdivision and recommends that the pipe be replaced. Manager Steff added that The Authority has a 3-year grant for the project. ENNIS SUBDIVISION

MANAGER'S REPORT

The Utility Relocation Abbreviated Incorporated Work Agreement with the Commonwealth of PA commits The Authority to share in the cost of adjusting three sanitary sewer manhole castings. The Commonwealth will provide the labor and equipment necessary to perform the work while The Authority will provide all the necessary materials. The total cost of materials is not to exceed \$2,500, assuming the castings can be reused. UTILITY RELOCATION ABBREVIATED INCORPORATED WORK AGREEMENT

Motion by Mr. Andrus, seconded by Mr. Marsh to ratify the results of the board polling on February 16th – 20th to authorize the Manager to sign the Utility Relocation Abbreviated Incorporated Work Agreement with the Commonwealth of PA. Vote 4/0

Motion by Mr. Welka, seconded by Mr. Andrus to adopt Resolution 2024-01 for the Municipal Authority to sign the Reimbursement Agreement with PennDot (Form 301) after submitting the signed Utility Relocation Abbreviated Incorporated Work Reimbursement. Vote 4/0 RESOLUTION 2024-01

Due to the lack of bids on the resale of the truck, Manager Steff would like to offer it for sale to the highest offer exceeding a fixed price. 2015 CHEVY PLOW TRUCK

Motion by Mr. Andrus, seconded by Mr. Marsh to authorize the Authority Manager to advertise the 2015 Chevy pickup with plow and dump body offering the truck for sale at a price to be determined at the discretion of the Authority Manager to except an offer at or exceeding that price. Vote 4/0

NEW BUSINESS

With no further business to come before the Board, Mr. Andrus motioned to adjourn, seconded by Mr. Marsh. Vote 4/0.

Chairman Fette adjourned the meeting at 9:56 a.m.

Respectfully submitted by,

Wendy Burbules
Administrative Supervisor