

**SUMMIT TOWNSHIP SEWER AUTHORITY
MONTHLY BUSINESS MEETING
MARCH 28, 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: Michael Rose, Vice 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 Caitlyn Haener, The Quinn Law Firm; Jeff Kordes, P.E., Greenman-Pedersen; and Wendy Burbules, Administrative Supervisor. Absent: Chris Fette, Chairman. Visitors: None.

ROLL CALL

Motion by Mr. Andrus, seconded by Mr. Marsh, to approve the minutes of the February 29, 2024, Regular Business Meeting. Vote 4/0.

02/29/24
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

SOLICITOR'S REPORT

Solicitor Haener reported that Solicitor Joseph hasn't filed a lien for Abington Crest because they had a new bill that reflected a significant water leak. A new Act 1 notice has been issued for the current amount due of \$1,144.87. The past due account for 6210 Veit Drive was paid in full to the Quinn Law Firm which was forwarded to Billing Clerk McCaslin. Leins have been filed for 2190 New Road and 9380 Peach Street.

ACT 1 NOTICES
/ LIENS

Manager Steff asked Solicitor Joseph if a landlord could bill a tenant for sewer fees and add additional fees to that cost. Solicitor Joseph didn't find anything specifically to prevent this, but it could potentially be a violation of their lease terms.

TENANT/LAND
LORD FEES

A developer for the Old Dominion property has asked the Sewer Authority if they could vacate the current sewer easement. The Sewer Authority is agreeable to the request, but board approval will be needed via a motion to vacate. A recorded easement, subdivision or related document needs to be located. Solicitor Joseph will do research at the courthouse and the Sewer Authority will look through files at the office. Mr. Welka suggested it may be recorded at the Township under a road right-of-way or land development plan, he'll check at the Township office.

OLD DOMINION
EASEMENT

ENGINEER'S REPORT

Engineer Kordes reported that Sewer Authority staff met with a representative from a flow meter company to discuss the flume issues. The representative recommended adding temporary meters at the flume and the outlet of the pipe to compare flows over a period of time to find any discrepancies. Mr. Hodge stated STSA received a proposal, Manager Steff approved it and we're hoping to get some data soon. Engineer Kordes added that Contract 2, the electrical portion of this project, is still on hold until the flume issue is resolved.

OLD PERRY
HIGHWAY

Engineer Kordes stated Oliver Road gravity placement project, the reroute portion, is still being evaluated by the EADS Group. EADS was hoping to get an easement from Oliver to I-90 but

OLIVER ROAD
GRAVITY
REPLACEMENT

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much of the area is wetlands. EADS is working on getting an easement by Wyndam Hotel (8060 Old Oliver Road). Engineer Kordes is hoping to hear back from EADS soon.

Engineer Kordes stated TerraWorks has given a tentative schedule to work on the replacement sections of pipe between June 10, 2024, and August 5, 2024. There was a section that Raven Air couldn't profile at the time, that is also scheduled to be looked at while TerraWorks is there. This will determine if this section of pipe needs to be replaced as well. There will be a meeting scheduled with TerraWorks and the Sewer Authority, but it hasn't been scheduled yet.

TERRAWORKS

Engineer Kordes stated dates are set to move forward with the Ennis Subdivision sewer repairs. The bid date is the end of April, beginning of May. Manager Steff added that the bid will be awarded at the May 30th meeting, notice of award the first week in June, notice to proceed the end of June and completion by the end of September.

ENNIS
SUBDIVISION

Engineer Kordes also stated Act 57 fees have been given to Manager Steff to review.

ACT 57
SCHEDULE OF
FEES

MANAGER'S REPORT

Manager Steff requests authorization to enter into an Indemnification Agreement for Highway Occupancy permit for the purpose of connecting a proposed home to the public sanitary sewer system located in the PA Department of Transportation Right-of-Way. This agreement is for John Sangl, 1630 Townhall Road.

INDEMNIFICATION
AGREEMENT -
SANGL

Motion by Mr. Welka, seconded by Mr. Marsh, to approve an Indemnification Permit with John Sangl for a Highway Occupancy Permit. Vote 4/0.

APPROVE
INDEMNIFICATION
PERMIT

Manager Steff recommends adoption of the January 2022 Act 57 Schedule of Fees as submitted by Engineer Kordes. This 2.5% increase is due to increases in the replacement values based on increases in the Engineering New Record, Construction Cost Indexes and increases in STSA equity. Simultaneously with this adoption, Manager Steff would like to waive the increase in fees for any remaining customers in the Connection Assistance Project until August 31, 2024.

ACT 57
SCHEDULE OF
FEES

Motion by Mr. Andrus, seconded by Mr. Marsh to adopt the Act 57 Schedule of Fees as submitted, with the exception to temporarily waive the increase to those who have already been issued assessments under the Connection Assistance Project until August 31, 2024. Vote 4/0.

APPROVE ACT
ACT 57
SCHEDULE OF
FEES

Manager Steff would like the board to consider reviewing, *Pennsylvania Municipal Authorities Association (PMAA), is proposing Tentative Supplemental Implementation Order: Valuation of Acquired Municipal Water and Wastewater Systems – Act 12 of 2016 Implementation.* Manager Steff stated that the appraisal and Fair Market Value that is being used to acquire systems, undervalues the infrastructure. Private utility companies have been buying utilities and paying less than their value. PMAA is looking for increased public transparency, increase public hearings, prohibition of non-disclosure agreements, rate impact notification, weights for appraisals, reasonableness to review ratio and consideration of retroactively applying the new legislation to prior acquisitions.

UTILITY VALUE

NEW BUSINESS

Manager Steff stated that the 2015 Chevy Truck has sold through Erie County Association of Township Officials. It was purchased by Franklin Township for \$25,000. Manager Steff has been asked to provide an authorization letter because it is being sold from a public-to-public entity. Mr. Welka will sign the letter.

SALE OF 2015
CHEVY TRUCK

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

ADJOURNMENT

Vice Chairman Rose adjourned the meeting at 9:30 a.m.

Respectfully submitted by,

Wendy Burbules
Administrative Supervisor