

**SUMMIT TOWNSHIP SEWER AUTHORITY
MONTHLY BUSINESS MEETING
JULY 31, 2025**

The regular monthly business meeting of the Summit Township Sewer Authority was called to order with the Pledge of Allegiance at 9:03 a.m. at the Sewer Authority Building, 8890 Old French Road, Erie, Pennsylvania.

CALL TO ORDER

Present: Chris Fette, Chairman; Mark Welka, Vice Chairman; Laban Marsh, Secretary; Michael Andrus, Treasurer; Randy Knoll, Assistant Secretary; William C. Steff, P.E., Manager; Andy Larsen, Assistant Project Manager; Solicitor Caitlyn Haener, The Quinn Law Firm; Chad Yurisik, P.E., Greenman-Pedersen; and Wendy Burbules, Administrative Supervisor. Absent: Mark Welka, Vice Chairman. Visitors: None.

ROLL CALL

Motion by Mr. Andrus, seconded by Mr. Marsh, to approve the minutes of the June 26, 2025, Regular Business Meeting. Vote 5/0.

06/26/2025 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 5/0.

TREASURER'S
REPORT

Motion by Mr. Welka, seconded by Mr. Marsh, to approve the Expenditure Report as submitted to and reviewed by all Board members. Vote 5/0.

EXPENDITURES

RESIDENTS TO BE HEARD

None

SOLICITOR'S REPORT

Solicitor Haener reported that there is nothing to report regarding the Millcreek Sewer Transportation Agreement.

MILLCREEK
SEWER
TRANSPORTATION
AGREEMENT

Solicitor Haener provided opinions and drafted a violation for an overflow on a private section of the Authority's system.

OVERFLOW
VIOLATION

ENGINEER'S REPORT

Engineer Yurisik stated that GPI received the application for Payment No. 4 from Church and Murdock for the Old Perry Highway Contract 2 for \$24,751.04. The project is 85-90% complete. GPI recommends payment.

OLD PERRY HWY
CHURCH 7
MURDOCK
PAYMENT #4

Motion by Mr. Marsh, seconded by Mr. Andrus, to approve Payment 4 to Church and Murdock Electric, Inc. for the Old Perry Highway Contract 2022-2 for \$24,751.04. Vote 5/0.

MOTION TO PAY
CHURCH &
MURDOCK

Engineer Yurisik stated that a pre-construction meeting was held with Terra Works on July 30, 2025. Terra Works is planning to resume construction on August 6, 2025. Manager Steff added that they plan to start at Burger King on Peach Street, then parallel

TERRA WORKS
UPDATE

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to Interstate 90 to the bore pit near Cracker Barrel. Terra Works is to contact the businesses affected by the work to update them on their schedule. Discussion ensued.

TERRA WORKS
CONTINUED

Engineer Yurisik stated that a developer has requested the Authority to consider substitute materials for use in low-pressure sewers. Manager Steff added that the developer is looking at a 100% plastic curb shut-off and backflow preventer. Engineer Yurisik has been looking into other agencies and their acceptance of substitute materials. The results will be presented to management. Engineer Yurisik provided general information on the materials used in low-pressure collection systems. Discussion ensued.

REQUEST FOR
SUBSTITUTE
MATERIALS

Engineer Yurisik added that GPI will be reaching out to PennDot for information on the sewer relocation for the Peach Street widening project. This will be similar to the 5 Points Project.

PEACH STREET
SEWER
RELOCATION

MANAGER'S REPORT

Manager Steff stated that it is time to start our annual audit. He requests that Chairman Fette be authorized to sign the engagement letter with McGill, Power, Bell & Associates for the 2024-2025 fiscal year. The fee this year is \$10,950.

2024-2025 AUDIT

Motion by Mr. Welka, seconded by Mr. Andrus, to approve the audit engagement letter with McGill, Power, Bell, and Associates for the 2024-2025 fiscal year. Vote 5/0.

MOTION TO
SIGN AUDIT
ENGAGEMENT
LETTER

Manager Steff added that Speed Check seems to be moving ahead. Engineer Yurisc is working on an engineering review letter to them. Discussion ensued.

SPEED CHECK

Manager Steff stated that the overflow violation occurred with Red Roof Inn. Solicitor Haener has reviewed the findings, and fines can be applied. Manager Steff intends to send Red Roof Inn the fine, and a bill for the costs associated with neglecting the overflow situation. Discussion ensued.

RED ROOF INN
VIOLATION

Manager Steff also wanted to address the issues with Summit Village. Manager Steff reviewed the sewer lines and private lines. Assistant Project Manager Larsen showed the board pictures of inflow and infiltration issues. Assistant Project Manager Larsen added that some of the issues have been temporarily addressed. Manager Steff asked if we could go into Summit Village's system with our push camera. Solicitor Haener stated that in the Authority's Rules and Regulations, we can view the system with the owner's consent. There is a section that gives the Authority the right to view the system without the owner's consent. Solicitor Haener will review that section and advise Manager Steff. Mr. Marsh inquired if the new owner had been informed of the system issues. Manager Steff added that the former owner was notified and hired a civil engineer who proposed several repairs. Chairman Fette added that the new owner needs to be notified. There was discussion on "special service districts" per the Municipal Authorities Act. Mr. Knoll suggested imposing non-compliance fines that the Authority can file a lien against. The board would like Manager Steff to call the owner and follow up with a letter to notify the new owner of the issues. Discussion ensued.

SUMMIT
VILLAGE
SEWER ISSUES

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Mr. Welka mentioned that Summit Township is working on its 10-year spending plan. The Township is interested in getting public sewer to Picnicanna. Manager Steff reviewed a couple of scenarios. Discussion ensued.

SEWER TO
PICNICANNA

NEW BUSINESS

With no further business to come before the Board, Mr. Andrus motioned to adjourn, seconded by Mr. Marsh. Vote 5/0.

ADJOURNMENT

Chairman Fette adjourned the meeting at 10:57 a.m.

Respectfully submitted by,

Wendy Burbules,
Administrative Supervisor