

**SUMMIT TOWNSHIP SEWER AUTHORITY
SPECIAL MEETING
NOVEMBER 13, 2025**

The special advertised meeting of the Summit Township Sewer Authority was called to order with the Pledge of Allegiance at 9:05 a.m. at the Sewer Authority Building, 8890 Old French Road, Erie, Pennsylvania.

CALL TO ORDER

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 George Joseph, The Quinn Law Firm; Chad Yurisik, P.E., Greenman-Pedersen; and Wendy Burbules, Administrative Supervisor. Visitors: None

ROLL CALL

Manager Steff explained that the Special Meeting was advertised in the Erie Times-News on Monday, November 10, 2025, for deliberation and action on a Local Share Assessment (LSA) Grant for the Cherry Street Sewer Extension.

PURPOSE:
GRANT
APPLICATIONS

Manager Steff is requesting board authorization to proceed with the Cherry Street Extension Grant Application. Several actions are needed to proceed with the LSA Grant Application. The first is to approve Resolution Number 2025-04 to request a Statewide Local Share Assessment Grant of \$1,000,000.00 to be used for the Cherry Street Sewer Extension. The Resolution also designates Laban Marsh, Secretary, and William Steff, Manager, as officials to execute all documents and agreements between the Summit Township Sewer Authority and the Commonwealth Financing Authority.

RESOLUTION 2025-04: LSA GRANT APPLICATION

Motion by Mr. Andrus, seconded by Mr. Knoll, to adopt Resolution 2025-04 to request an LSA Grant of \$1,000,000 for the Cherry Street Sewer Extension Project and designate Laban Marsh and William Steff as signees. Vote 5/0.

MOTION: APPROVE
RESOLUTION 2025-04: LSA GRANT

Manager Steff added that the next item is the Certification Letter stating that the Summit Township Sewer Authority owns, operates, and maintains the public sanitary sewer system in Summit Township, including related improvements.

CERTIFICATION
LETTER

Motion by Mr. Welka, seconded by Mr. Marsh, to approve the Certification Letter for the LSA Grant Application for the Cherry Street Sewer Extension Project. Vote 5/0.

MOTION: APPROVE
CERTIFICATION
LETTER

Manager Steff added that the last step is the Funding Letter. This is to certify that Summit Township Sewer Authority will provide the required matching funds of \$1,751,512 to finance the proposed project.

FUNDING
COMMITMENT:
LSA GRANT

Motion by Mr. Andrus, seconded by Mr. Marsh, to approve the Funding Letter to match \$1,751,512 for the Cherry Street Sewer Extension Project. Vote 5/0.

MOTION: APPROVE
THE FUNDING
LETTER

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Engineer Yurisik reviewed a spreadsheet with project costs to the Board. The total cost for the Cherry Street Sewer Extension Project is \$2,765,412.

PROJECT COST

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

MOTION TO
ADJOURN

Chairman Fette adjourned the meeting at 9:12 a.m.

Respectfully submitted by,

Wendy Burbules
Administrative Supervisor