

**SUMMIT TOWNSHIP SEWER AUTHORITY
MONTHLY BUSINESS MEETING
FEBRUARY 26, 2026**

The regular monthly business 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 Caitlyn Haener, Marsh Schaaf, LLP; Chad Yurisc, P.E., Greenman-Pedersen; and Wendy Burbules, Administrative Supervisor. ROLL CALL
Visitors: None; Absent: None.

Motion by Mr. Andrus, seconded by Mr. Marsh, to approve the minutes of the January 29, 2026, Regular Business Meeting. Vote 5/0. 01/29/26 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. Andrus, to approve the Expenditure Report as submitted to and reviewed by all Board members. Vote 5/0. EXPENDITURES

Motion by Mr. Welka, seconded by Mr. Marsh, to amend the agenda to include the minutes from the Reorganization Meeting. Vote 5/0. MOTION TO AMEND THE AGENDA

Motion by Mr. Welka, seconded by Mr. Andrus, to approve the minutes of the January 29, 2026, Reorganization Meeting. Vote 5/0. 01/29/26 RE-ORGANIZATION MINUTES

RESIDENTS TO BE HEARD

None

SOLICITOR’S REPORT

Solicitor Haener mailed out two Act 1 Notices on February 19th: 8499 Perry Highway for \$418.14 and 8155 Glenmar Drive for \$430.04. ACT 1 NOTICES

Solicitor Haener prepared a Letter of Understanding regarding the Faulker Easement of 7425 Edinboro Road. FAULKNER EASEMENT

Solicitor Haener also investigated the Authority’s legal options for known deficiencies at 8461 Perry Highway. The findings will be discussed in Executive Session. 8461 PERRY HWY

ENGINEER’S REPORT

Engineer Yurisc stated that the Gartner and Harf Pump Station Project has been put out for bids. Bids are due March 17, 2026, and an award recommendation will be made at the March 19, 2026, Regular Board Meeting. There are currently 6 bidders. GARTNER & HARF PROJECT

**Summit Township Sewer Authority
Monthly Business Meeting
February 26, 2026**

Engineer Yurisc updated the status of the Oliver Road Project. The contractor started inserting the carrier pipe into the casing; they're three sticks short of reaching the end. Because of the deflections in the casing, it was too difficult to insert the carrier pipe from one end. The contractor decided to come from the other end and connect the last three pieces. There will be a mandril test and a low-pressure air test when completed. Discussion ensued.

OLIVER ROAD
PROJECT CONT.

MANAGER'S REPORT

Manager Steff requests authorization for Solicitor Haener to release the Letter of Understanding dated February 26, 2026, between the Summit Township Sewer Authority and Michael P. Faulkner, concerning the sanitary sewer easement at 7425 Edinboro Road for the Speed Check Sewer Extension. The Letter of Understanding provides for installation of a lateral stub to serve the residence during the main sanitary sewer construction, in consideration of the owner's execution of the Sanitary Sewer Right-of-Way Agreement. The stub will be left during construction for the owner to tie into at their convenience. Manager Steff also contacted the contractor to see if any additional cost would be incurred due to this wye, but he hasn't heard back. Manager Steff added that Mr. Faulkner would still be responsible for the assessment costs. Discussion ensued.

FAULKNER
LETTER OF
UNDERSTANDING

Motion by Mr. Marsh, seconded by Mr. Welka, to release the Letter of Understanding and grant a personal lateral stub at 7425 Edinboro Road for the Speed Check Sanitary Sewer Extension. Vote: 5/0.

MOTION
LETTER OF
UNDERSTANDING

Manager Steff requests Board authorization for the STSA to enter into a Sanitary Sewer Right-of-Way Agreement with Tammy L Birkmire for the property located at 2781 Hershey Road for the Speed Check Sanitary Sewer Extension. The Right-of-Way Agreement will grant the necessary land rights to construct the sanitary sewer extension from Edinboro Road toward Hamot Road. Discussion ensued.

BIRKMIRE ROW
AGREEMENT

Motion by Mr. Marsh, seconded by Mr. Welka, to approve the Right-of-Way Agreement with Tammy Birkmire for the Speed Check Sanitary Sewer Extension. Vote 5/0.

MOTION ROW
AGREEMENT

Manager Steff requests authorization to pay eligible engineering expenses incurred on behalf of the developer due to the STSA preferred routing and depth of the Speed Check Sanitary Sewer Extension, with the concurrence of the Solicitor. Engineer Sanford requests payment for additional topography, additional plan and profile, and additional HOP. Amount requested \$4,250. Discussion ensued.

ADDITIONAL
ENGINEERING
COSTS

Motion by Mr. Marsh, seconded by Mr. Welka, to authorize a payment of \$4,250 to Sanford Surveying and Engineering for additional engineering costs on the Speed Check Sewer Extension. Vote 5/0.

MOTION TO
AUTHORIZE
PAYMENT TO
SANFORD
ENGINEERING

Manager Steff added that the Millcreek Township Sewer Authority (MTSA) put a Notice To Bidders on February 18, 2026. In 2022, the Opinion of Probable Cost was \$3,758.976. MTSA is now applying for an H2O PA Grant and to PennVest. The original

MILLCREEK
TOWNSHIP
SEWER
AUTHORITY
PROJECT

**Summit Township Sewer Authority
Monthly Business Meeting
February 26, 2026**

grant request was for 50%. At the end of 2025, our prorated share of capacity was 31.38%. Sealed bids will be opened on March 9, 2026. Discussion ensued.

Manager Steff and Assistant Project Manager Larsen showed a video of the root balls in the sewer lines at Holly Acres. The Authority is working with the park to get it cleaned up. The Authority doesn't want the root balls to go into the main line. Manager Steff and Assistant Project Manager Larsen also showed photos of a failed connection at Regal's Summit Village. Discussion ensued.

REGAL SUMMIT
& HOLLY
ACRES
PROBLEM
SEWER AREAS

EXECUTIVE SESSION

Motion by Mr. Marsh, seconded by Mr. Knoll, to enter into Executive Session pursuant to Section 708(a)(4) of the Pennsylvania Sunshine Act to consult with the Authority Solicitor regarding potential litigation and legal enforcement options concerning Regal's Summit Village (8461 Perry Highway). Vote 5/0.

EXECUTIVE
SESSION

The Board entered executive session at 10:13 a.m.

RETURN TO PUBLIC SESSION

The Board reconvened in public session at 10:35 a.m. No official action was taken during Executive Session.

NEW BUSINESS

Mr. Welka had an authority ask him how we calculated tap-in fees. Manager Steff added that he could give a calculation for different areas. The Authority doesn't calculate a flat fee; the further out you are, the more you have to pay. Mr. Welka will have the authority contact Manager Steff.

TAP IN FEE
QUESTION

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 10:47 a.m.

Respectfully submitted by,

Wendy Burbules,
Administrative Supervisor