ROSTRAVER TOWNSHIP SEWAGE AUTHORITY
MEETING MINUTES
REGULAR MEETING
MAY 24, 2022

3:45 pm – The Board did a Conference Call with Invoice Cloud to discuss the options of the Payment Portal for sewer billing for the Authority. The Board discussed the proposal presented, and will consider at a future meeting.

The Regular Meeting of May 24, 2022 of the Rostraver Township Sewage Authority was called to order by Chairman, Dennis C. Manown, at 4:00 p.m., in the Rostraver Township Sewage Authority Administration Building, Rostraver Township, PA 15012.

Members present at the Authority as follows:
Dennis Manown, Chairman
William Callaway, Secretary
Brian Sokol, Treasurer
Stephen Morgan
Ann Scott, Manager
Dave Coldren, Engineer
Romel Nicholas, Solicitor

Members not in attendance:
Gary Dilmore, Vice Chairman

The Chairman welcomed Mr. Morgan, the newest appointed Board Member to the meeting and to the Authority.

The Chairman requested nominations to reorganize the Board as required.

Motion 1 *– A motion was made by Mr. Sokol to maintain the Board as current and appoint Mr. Morgan to the position of Assistant Secretary/Treasurer. Seconded by Mr. Callaway.*

Vote:
Callaway – Yes Sokol – Yes Manown-Yes
Motion Carried.

Motion 2 *– A motion was made by Mr. Calaway to approve the minutes of the Regular Meeting of April 26, 2022 as presented. Seconded by Mr. Sokol.*

Vote:
Callaway – Yes Sokol – Yes Morgan – Yes Manown - Yes
Motion Carried

SECRETARY'S REPORT:
CITIZENS TO BE HEARD:

The Chairman announced to let the Record show no citizens were present, nor submitted anything in writing.

CORRESPONDENCE, CHAIRMAN'S REPORT and BUSINESS REPORT:

The Pollock Run Operating Account Report was presented for approval.

Pollock Run General Operating Account Report

Motion 3 *– A motion was made by Mr. Callaway to ratify the payments of bills in the amount of $183,446.17 for May 2022 Seconded by Mr. Sokol.*

Vote:
Callaway – Yes Sokol – Yes Morgan – Yes Manown - Yes
Motion Carried

Motion 4 *- A motion was made by Mr. Sokol to approve the Financial Reports for the month ending April 2022. Seconded by Callaway.*

Vote:
Callaway – Yes Sokol – Yes Morgan – Yes Manown - Yes
Motion Carried

ENGINEER'S REPORT: KLH Engineers, Inc.

The written Engineer's Report was submitted by Dave Coldren, PE. A copy of the Monthly Report is attached hereto and made part of these minutes.

Mr. Coldren noted the Belt Filter press project has been completed and the contractor has been paid in full. He noted a maintenance bond has been posted for 18 months.

Mr. Coldren noted, KLH had received 3 pricing options to consider regarding the filter cake conveyor belt at the Press (removed from the original contract); Option 1 – Rebuild existing - $65,000; Purchase New - $90,000; Alternative Keystone Conveyor Belt - $150,000. Mr. Coldren recommends the purchase of the new conveyor belt at the cost of $90,00 under the Costars Program. Installation of the belt is estimated at approximately $20,000 and a separate cost.

Mr. Coldren discussed the proposed 2022 Paving Project. He stated the Board authorized KLH to prepare the plans and specification at the last meeting which have been completed, he now requesting authorization advertise. He noted the project includes the Administration Offices and the Plant parking areas, including concrete/rebar area near the

sludge dumpster and alternative pricing for Pricedale Pump Station and the upgrade of the concrete ramp at the rear door at the Plant.

Mr. Coldren noted, KLH is finalizing the Security study at the Plant and office. The study will include recommendations and pricing for cameras, monitoring and other security measures. The study is anticipated to be presented to the Board at the June Meeting.

Mr. Coldren noted he is working on updating the Five (5) year Capital Improvement Plan. He intends to submit to the Board for review and discussion in the next few months.

Mr. Coldren noted, KLH has prepared a cost estimate for the option to move the proposed sewer line for the WIllowbrook line extension project to the other side of the creek. The estimated additional cost for the Authority would be $38,390. The engineer noted, the property owner would be required to extend their private lateral through the creek to connect to the extended main, which would be required to be concrete encased. He noted it would significantly increase the expense to the home owner as well. He stated, the developer has not submitted final plans for approval to the Township as of this date.

Mr. Coldren noted ABB was on site May 19, 2022 to do an inspection and review of the Generator Transfer Switch at the Plant. They will submit a report/repair estimate in the next few weeks.

Mr. Coldren noted, the 51/70 Project has been awarded to Golden Triangle Construction, it is anticipated work will begin sometime in July 2022.

Motion 5 - *A motion was made by Mr. Sokol to authorize the purchase of the New Filter Cake Conveyor Belt for the new filter press to WC Weill, purchased through CoStars, at a cost not to exceed $90,000, as recommended by the Engineer. Seconded by Callaway.*

Vote:
Callaway – Yes Sokol – Yes Morgan – Yes Manown - Yes
Motion Carried

Motion 6 - *A motion was made by Mr. Sokol to authorize to advertise the Plans and Specification for the 2022 Paving Project, as recommended Seconded by Callaway.*

Vote:
Callaway – Yes Sokol – Yes Morgan – Yes Manown - Yes
Motion Carried

Motion 7 *- A motion was made by Mr. Callaway to approve the Engineer's Report for Mayl 2022 as presented. Seconded by Mr. Sokol.*

Vote:
Callaway – Yes Sokol – Yes Morgan – Yes Manown - Yes
Motion Carried

SOLICITOR'S REPORT:

The written Solicitor's Report was presented by Romel Nicholas, Esq. A copy of the Monthly report for May 2022 is attached hereto and made part of these minutes.

Attorney Nicholas noted the Eminent Domain taking of the four (4) properties required for the PENNDOT Project (51/70) have been filed. No preliminary objections received regarding the filing, which means the Authority can move ahead with the project. Appraisals of the property have been completed. The total appraised value of all properties is $3,100. In accordance with the PA Law, these monies have been set aside in escrow account by the Authority. Attorney Nicholas suggested that the Authority consider bringing the property owners before the Westmoreland Board of Viewers. He explained a property owner has 6 years after a taking to bring the matter before the Board of Viewers. He noted, the Authority has the right to complete the project, the easements have been secured for that reason.

Attorney Nicholas noted that he has been working with the Manager regarding the Dye Test and Lateral Inspection fees. A breakdown and cost justification has been provided to the Board. Discussion is anticipated.

Motion 8 *- A motion was made by Mr. Callaway to approve the Solicitor's Report for May 2022 as presented. Seconded by Mr. Sokol.*

Vote:
Callaway – Yes Sokol – Yes Morgan – Yes Manown - Yes
Motion Carried

MANAGER'S REPORT:

The written Manager's Report was presented by Ann Scott, Manager, a copy of the report is attached and made part of these minutes.

Ms. Scott noted, she contacted PA Rural Water Association (Authority is a Member), requesting a proposal to update the GIS System of Authority including completing the necessary GPS work, providing updated truck maps and updating the GIS main sewer line system on the cloud. The cost is estimated at $24,800, based upon GPS the coordinates of 2,500 manholes. She noted, the Board awarded this project at the April 2022 Meeting, he is scheduled to begin work on Monday, June 6, 2022. The plan is to be completed by early Fall.