ROSTRAVER TOWNSHIP SEWAGE AUTHORITY
MEETING MINUTES
REGULAR MEETING
JUNE 28, 2022

The Regular Meeting of June 28, 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
Gary Dilmore, Vice Chairman
William Callaway, Secretary
Brian Sokol, Treasurer
Stephen Morgan
Ann Scott, Manager
Dave Coldren, Engineer
Christine Seymour, Solicitor

Motion 1 *– A motion was made by Mr. Calaway to approve the minutes of the Regular Meeting of May 24, 2022 as presented. Seconded by Mr. Dilmore.*

Vote:
Callaway – Yes Dilmore – 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 2 *– A motion was made by Mr. Dilmore to ratify the payments of bills in the amount of $212,874.07 for June 2022 Seconded by Mr. Sokol.*

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

Motion 3 - *A motion was made by Mr. Callaway to approve the Financial Reports for the month ending May 2022. Seconded by Dilmore.*

Vote:
Callaway – Yes Dilmore – 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 for June 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 presented 3 pricing options to consider regarding the filter cake conveyor belt at the Press last month (removed from the original contract); Option 1 – Rebuild existing - $65,000; Purchase New (Estimated) - $90,000; Alternative Keystone Conveyor Belt - $150,000. Mr. Coldren recommended the purchase of the new conveyor belt. The actual price of the replacement is $103,509 and requesting approval to proceed with the purchase. He noted the equipment is being purchased through the Costars Program. Installation of the belt is estimated at approximately $20,000 and a separate cost. He is requesting a motion to approve the increased cost.

Mr. Coldren discussed the proposed 2022 Paving Project. He stated the Board authorized KLH to prepare the plans and specification and advertise at the last meeting. 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 estimates July to advertise the project.

Mr. Coldren noted that the Service Study has been completed for the Generator Transfer Switch at the Plant. He received the completed study just prior to the meeting. He noted EPPI has submitted a cost proposal for the repairs and preventative maintenance. He recommended to the Board to consider obtaining another proposal to compare. The estimated cost is under the bid requirement. Mr. Sokol recommended BK Electric, a company he has had experience working with as an alternative. Ms. Scott noted the contact information and will contact for an estimate. A copy of the study will be provided to BK Electric.

Mr. Coldren noted KLH has reviewed the two bids received for Electrical Distribution Study. He recommends that Board consider obtaining a third estimate, as the two received varied in price significantly. Mr. Sokol noted when contacting BK Electric for the transfer switch project, perhaps they would also submit a bid on this project.

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 July Meeting, including pricing alternatives.

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

Motion 4 *- A motion was made by Mr. Sokol to accept and approve upgraded price of the New Filter Cake Conveyor Belt in the amount of $103,509 through WC Weill, purchased through CoStars as recommended by the Engineer. Seconded by Callaway.*

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

Motion 5 *- A motion was made by Mr. Sokol to approve the Engineer's Report for Mayl 2022 as presented. Seconded by Mr. Dilmore.*

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

SOLICITOR'S REPORT:

The written Solicitor's Report was presented by Christine Seymour, Esq. A copy of the Monthly report for June 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.

Attorney Seymour noted that Attorney Nicholas and herself have 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 6 *- A motion was made by Mr. Callaway to approve the Solicitor's Report for June 2022 as presented. Seconded by Mr. Sokol.*

Vote:
Callaway – Yes Dilmore – 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 for June 2022 is attached and made part of these minutes.

Ms. Scott noted, she contacted PA Rural Water Association , 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 began on June 6, 2022. The project will take until Fall to complete.

Ms. Scott noted, Eric Tater, 384 Patterson Lane came to the Authority offices. He is interested in extending the main line on Patterson to provide sewage to his home. He noted a grinder pump will be required. Mr. Tater noted that in 2016 his neighbor Mr. & Mrs. Wichterman, 378 Patterson Lane, extended the main sewer line, the Authority provided the grinder pump and waived the tap-in fee. Mr. Tater is requesting the same when he decides to extend the main and provide sewage to his property.

Ms. Scott noted Melissa Litvany, 517 Hickory Drive are refinancing their home. They had a tap in and assessment lien placed on their home in 2003 when the Authority extended sewage to the area. The current value of the lien is $5,977.75. Ms. Litvany is offering $2,500 to satisfy the lien and asking the Board to consider the offer.

Ms. Scott noted the annual PMAA Conference is September 11-14, 2022 at the Erie Bayfront Convention Center. She inquired if any of the Board were interested in attending. Mr. Dilmore noted he will be attending on behalf of the Authority.

Motion 7 *- A motion was made by Mr. Sokol to waive the Tap In Fee for 384 Patterson Lane, Eric Tater and provide the grinder pump as requested. Seconded by Mr. Callaway.*

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