ROSTRAVER TOWNSHIP SEWAGE AUTHORITY
MEETING MINUTES
REGULAR MEETING
March 28, 2023

The Regular Meeting of March 28, 2023 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
Aaron Gilbert - Treasurer
Stephen Morgan, Assistant Secretary/Treasurer

Ann Scott, Manager
Christine Seymour, Esquire
David Coldren, PE, Engineer

John Marchines, Union Member was in attendance at the meeting. He discussed ideas he had to improve operations at the Plant. He provided the Board with a listing of potential equipment to be considered. The Board asked that pricing for these items be obtained, and added to the Critical Spare List started and kept on file for future reference. He also noted that parking lot down at the Plant needs paved. The Authority is planning on putting out paving project in 2023.

SECRETARY'S REPORT; Citizens to be Heard

The Chairman noted, No one was in attendance at the meeting.

Motion 1 *– A motion was made by Mr. Gilbert to approve the minutes of the Regular Meeting dated February 28, 2023 as presented. Seconded by Mr. Callaway..*

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

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. Callaway to ratify the payments of bills in the amount of $233,983.86 for March 2023. Seconded by Mr. Gilbert.*

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

Motion 3 - *A motion was made by Mr. Morgan to approve the Financial Reports for the month ending February 2023. Seconded by Mr. Dilmore*

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

ENGINEER'S REPORT: KLH Engineers, Inc.

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

Mr. Coldren noted, the Board approved the replacement of the conveyor belt at the new Press with an authorized cost of $103,509. Shop Drawings have been approved and equipment has been delivered January 23, 2023. The equipment was installed last week and start up begin March 16, 2023. Project is completed. Last month the Board awarded the installation to Lone Pine at a cost of $19,662.

Mr. Coldren noted the one blower at the Plant was not operating properly and had to be removed for repairs by Airtek. The second blower is in poor condition. The Board Authorized plans and specs to be prepared and advertised last month. Bids were due February 28, 2023. Three bids were received, Mr. Coldren noted the Board awarded the contract to JP Environmental for two blowers for a cost of $103,10. Mr. Coldren noted the Authority has the signed contractors, waiting for them to submit shop drawings for review. Nothing new to report at this time.

Mr. Coldren noted last month the Authority had a presentation from FTBA to discuss their updated proposal for the Electrical Distribution Inspection at the Plant. Since the proposal is over the PA Bid limit, he is recommending the Authority authorize putting the project out for bid, opening bids prior to the April 25 meeting.

Motion 4 - *A motion was made by Mr. Gilbert to authorize the Engineer to prepare plans and specification for the Electrical Distribution Project and provide the legal advertisement to the Manager. Seconded by Mr. Callaway*

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

Mr. Coldren noted, last month Mr. John Morgan was in attendance at the meeting to discuss the proposed development with the Board again. The Board noted, this development includes 18 homes all serviced by Grinder Pump sewers. Noting, the property across from this Development, Mr. Morgan owns as well, approximately 80 acres. The Board stated their concerns regarding future development and sewage. The Board noted this is the first development submitted for consideration of a complete grinder pump system. The decision of the Board will set precedence for proposed development in the future. The Board continued to discuss the project and believe a development of this size and location, and a complete grinder pump/force main system, is not in compliance with the Act 537 Plan adopted by the Authority. If Mr. Morgan would like to consider the construction of a small pump station and gravity sewer lines to service the development the Authority will consider such a revised plan in the future.

Motion 5 - *A motion was made by Mr. Gilbert to deny the proposed Morgan Development as submitted. Seconded by Mr. Morgan.*

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

Mr. Coldren noted he continues to work on preparing on plans and specs for the annual cleaning and televising sewer lines contract, estimated 10,000 lf. He noted, they will meet with the Manager to determine the areas to concentrate. Including the missing manholes identified with the GIS project.

Mr. Coldren noted, Cedar Cree, Phase 3 – Shuster Plan, utility work began last week on this phase. KLH has an inspector onsite.

Mr. Coldren noted the Development for the Willowbrook Golf Course Project, he has reviewed and commented on the final plans submitted for consideration. The Developer will need to submit final updated plans incorporating the engineer's comments. Developer stated within the next few weeks they should be resubmitting. KLH has prepared Plans to extend the main sewer line and eliminate the Willowbrook Pump Station.

Mr. Coldren noted the Authority received the preliminary Plans for new development, Todd Woodlands. Phase 1, 26 homes, Phase 2, 19 homes. He is still reviewing and will provide the Board an update next month.

Motion 6 *- A motion was made by Mr. Morgan to approve the Engineer's Report for March 2023 as presented. Seconded by Mr. Callaway.*

Vote:
Callaway – Yes Dilmore – Yes Gilbert – 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 March 2023 is attached hereto and made part of these minutes.

Ms. Seymour, noted a letter was received from Attorney Chris Huffman, in reference to Randy Konsugar, 508 Todd Farm Road in November. Mr. Konsugar is requesting the Authority to pay for repairs to his lateral due to roots in the line, estimated cost between $10,000 and $12,000. She stated Attorney Nicholas has been working with Attorney Huffman on the matter, toward a compromised agreement, solicitor will keep the Board updated.

Ms. Seymour noted, a final Resolution has been prepared and submitted to the Board for consideration regarding Time of Sale Regulations. A summary of the final Resolution include; The Authority does not warranty the condition of the private sewer lateral conditions; if defects or violations are detected, repairs shall be completed whether or not a sale of the property is finalized. Access must be available; if clean out Is not available on site, the property owner must install a new air vent and clean out within five (5) feet of the home and notify the Authority when work is being completed for inspection. Lastly, if a lateral is determined a fail and must be replaced, a Site "Tee" must be installed at the connection to the main sanitary line.

Motion 7 *- A motion was made by Mr. Callaway to adopt Resolution No. 2023-01 Time of Sale Regulations as presented. Seconded by Mr. Dilmore.*

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

Ms. Seymour noted, that with the adoption of this Resolution, the Rules and Regulations will need to be updated as well.

Ms. Seymour also noted, the Manager and herself have been working on updating the Personnel Policy, she would recommend that this be done in conjunction with the Union Contract Negotiations. She will prepare an executive summary of all revisions and provide to the Board for consideration.

Motion 8 *- A motion was made by Mr. Gilbert to approve the Solicitor's Report for March 2023 as presented. Seconded by Mr. Callaway.*

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