ROSTRAVER TOWNSHIP SEWAGE AUTHORITY
MEETING MINUTES
REGULAR MEETING
April 25, 2023

The Regular Meeting of April 25, 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
Romel Nicholas, Esquire
David Coldren, PE, Engineer

John Cenkner, Cenkner Engineering was in attendance to discuss the proposed Todd Woodland Development. He noted, the development was located in the Todd Farm area, approximately 45 new homes; Phase 1, 26 homes, Phase 2, 19 homes, 3 gravity sewer and 42 grinder pump sewers. He discussed the topography of the land and the difficulty in bringing gravity sewers to plan. The Board recommended taking a trip to view the proposed site to see first-hand the location. Mr. Manown recommended someone from Cenkner Engineer meet them on site to discuss. The Board would like to continue to review and discuss this project. The Engineer will continue to review.

Randy Naylor, Union Member was in attendance at the meeting. He thanked the Board for the latest Resolution passed in reference to Time of Sale Testing requiring a clean out to be located on each property. He stated, it makes for easier testing and better for the camera and all equipment. He noted some of the fencing at the pump stations needs to be replaced or updated. Some gates are difficult to open and close. The Board recommended he prepare a listing and submit for their review. He suggested that a spreadsheet be prepared for each pump station, as a sort of Checklist that every employee has access to update. If a pump is not working or some sort of an issue at a pump station, it is a way to be sure everyone is aware of the issue. The Board thanked him for attending.

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. Dilmore to approve the minutes of the Regular Meeting dated March 28, 2023 as presented. Seconded by Mr. Gilbert.*
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. Gilbert to ratify the payments of bills in the amount of $161,749.32 for April 2023. Seconded by Mr. Callaway.*

Vote:
Callaway – Yes Dilmore – Yes Gilbert - 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 March 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 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. 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 contracts, shop drawings are being reviewed. Once approved the blowers can be ordered, approximately 8 to 12 weeks.

Mr. Coldren noted last month the Authority authorized Plans and Specifications to be prepared for the Electrical Distribution Inspection and Arc Flash at the Plant. Bids were open at 2:30 prior to the meeting. FTBA Henron Electrical was the only bid received, for a total bid of $34,479.25. He recommends the bid be awarded.

Motion 4 - *A motion was made by Mr. Morgan to award the Electrical Distribution Inspection and Arc Flash for the Plant to FTBA Henron Electrical for a cost of $34,479.25 as recommended by the Engineer. Seconded by Mr. Callaway*

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

Ms. Scott noted, Rostraver Township Sewage Authority received notification of grant money awards; the funding is through Statewide Local Share Account Funding applied for in March 2022. The Authority received the following three (3) grant awards; *SCADA Remote Pump Station Control Monitoring System*; Total Project $168,000, Grant Award, $137,000, Authority Share $31,000. *Security System Upgrade*; Total Project $165,000, Grant Award $150,000, Authority Share $15,000; *Willowbrook Sewer Line Extension*; Total Project $242,000, Grant $200,000, Authority Share $42,000.

Ms. Scott noted Leonard Pirilla, 215 Alberta Village has submitted a request for Consumption Credit on his account. She prepared a spreadsheet of the current and past usage to the Board for their review. Mr. Pirilla owns eight (8) homes and had a waterline break on his property. Ms. Scott noted, the repair work has not yet been completed. She stated he has received 3 credits in the past for consumption over the years. She contacted MAWC, who will be giving Mr. Pirilla a 50,000-gallon credit on his water account. Ms. Scott noted, typically when the water company gives a resident a credit, the Authority automatically gives the same gallon credit for sewage. The Board agreed to the 50,000-gallon credit.

Ms. Scott noted the Authority will be entering into Union Negotiations this year, contract is expiring. The Union submitted the first request, an Actuarial Study be completed on the Pension Plan by PMRS to determine the costs to increase the benefit formula from 1.2% to 2.0% of final average salary. PRMS has been notified of the request and stated should take 6 to 8 weeks to complete. Ms. Scott noted the Authority is entitled to two (2) free studies per year.

Ms. Scott stated the Authority owns a 2000 Harbon Trailer, that is old and in poor condition, the tires are dry rotted. Personnel no longer utilizes the trailer. She received a couple of bids for the purchase of the trailer starting at $400. The Solicitor stated, since the trailer has a low value, not required to place for formal bid. The Engineer suggested the item be placed on Muncibid for sale. Anyone interested in purchasing can place a bid. The Manager will work on obtain all necessary documents and put on site.

Motion 9 *- A motion was made by Mr. Callaway to accept the Managers report as presented for April 2023. Seconded by Mr. Gilbert..*

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

OLD BUSINESS:

NEW BUSINESS:

An Executive Session was scheduled to discuss various matters.

Motion 10 *- A motion was made by Mr. Morgan to go into Executive Session for personnel and legal matters, at approximately 5:30 pm. Seconded by Mr. Gilbert..*

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

Executive Session ended at approximately 6:15 pm.

. ***Motion 11*** *- A motion was made by Mr. Callaway to end the Executive Session and return to the public meeting at approximately 6:15 pm. Seconded by Mr. Gilbert..*

The Chairman noted, no other new business.

ADJOURNMENT:

Motion 12 *- A motion was made by Mr. Morgan to adjourn the meeting of April 25, 2023 at 6:15 pm. Seconded by Mr. Callaway.*

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

So Ordered Meeting Adjourned at 6:15 pm

William N Callaway

William Callaway, Secretary
Stephen Morgan, Assistant Secretary/Treasurer