

**ROSTRAVER TOWNSHIP SEWAGE AUTHORITY  
MEETING MINUTES  
REGULAR MEETING  
SEPTEMBER 26, 2023**

The Regular Meeting of September 26, 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

William Callaway, Secretary – Appeared for the meeting late

Aaron Gilbert - Treasurer

Stephen Morgan, Assistant Secretary/Treasurer

Gary Dilmore, Manager

Romel Nicholas, Esquire

David Coldren, PE, Engineer

Kathleen Lemley, Secretary

**SECRETARY'S REPORT;**

***Motion 1:*** A motion was made by Mr. Gilbert to approve the minutes of the Regular Meeting dated August 22, 2023, as presented. Seconded by Mr. Morgan.

Vote:

Callaway – Absent    Gilbert - Yes    Morgan – Yes    Manown - Yes

Motion Carried

**CITIZENS TO BE HEARD:**

Chairman noted there were no citizens in attendance.

**CORRESPONDENCE, CHAIRMAN'S REPORT and BUSINESS REPORT:**

**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 \$300,996.89 for September 2023. Seconded by Mr. Morgan.

Vote:

Callaway – Absent    Gilbert - Yes    Morgan – Yes    Manown - Yes

Motion Carried

Mr. Dilmore reported that the Authority spent about \$100,000.00 for this month. The ARC Flash study was \$33,000.00; the pump was \$30,000.00 and the transfer switch was \$30,000.00.

***Motion 3:*** A motion was made by Mr. Gilbert to approve the Financial Reports for the month ending September 2023. Seconded by Mr. Morgan.

Vote:

Callaway – 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 September 2023 is attached hereto and made part of these minutes.

Mr. Coldren reported KLH continues to work on the specs for the SCADA System, as well as the office and plant security system. Mr. Morgan requested to see the security system specs before it is put out to bid. Mr. Coldren mentioned that we may be able to use Costars. Mr. Morgan asked about the savings by using Costars. Mr. Coldren said it may not be a big savings, but we can try. Mr. Gilbert asked if we would have to buy the materials then provide the materials to the contractor. Mr. Coldren responded yes the Authority will need to buy the materials.

Mr. Coldren reported the Small PA Water and Sewer Grant application was delayed until November 21, 2023.

Mr. Coldren also reported that there is another round of LSA Grants coming out and applications are due September 1, 2023 through November 30, 2023. Mr. Coldren reported he will be compiling a list of projects for consideration.

Mr. Coldren reported that the blower has been delayed. It is scheduled to be shipped early October and we receiving it the second week of October.

***MOTION 4:*** A motion was made by Mr. Gilbert to approve Resolution No. 2023-0 Authorizing the Acceptance of Sewage Lines and Appurtenances from the Villas at Cedar Creek. Seconded by Mr. Morgan.

Vote:

Callaway – Yes    Gilbert – Yes    Morgan – Yes    Manown - Yes

Motion Carried



**Motion 8:** *A motion was made by Mr. Gilbert to approve the Solicitor's Report for August 2023 as presented. Seconded by Mr. Morgan.*

Vote:

Callaway – Yes    Gilbert – Yes    Morgan – Yes    Manown - Yes

Motion Carried

### **MANAGER'S REPORT:**

The Manager's Report was presented by Gary Dilmore, Manager. A copy of the Monthly report for September 2023 is attached hereto and made part of these minutes.

Mr. Dilmore advised the Board there are approximately 200 grinder pumps. The Authority replaced five (5) grinder pumps this month. Mr. Dilmore asked when the house sells, can RTSA transfer the ownership of the grinder pump to the new owners. Mr. Nicholas said we can do a provision that this runs with the land. Mr. Nicholas asked if the Authority wants to incrementally have the grinder pump transferred to the new owner. Mr. Nicholas asked if we did any type of Agreement at the time. Mr. Manown said yes. Mr. Nicholas asked was the Agreement recorded. If it was not recorded, it does not run with the land. Mr. Coldren said this was through Pennvest and it was part of the loan. The Authority may have to own the grinder pumps for the life of the loan. Mr. Nicholas said he will look into this matter.

Mr. Dilmore reported to the Board Cenknor asked for a letter of understanding the for Fafalios Development. The Board authorized the manager to do a letter stating the Rostraver Sewage Authority does have the capacity for 42 homes.

Mr. Morgan asked if the Authority is applying for the LSA Grants. Mr. Coldren responded yes, a list of possible projects will be ready for the next meeting.

**Motion 9:** *A motion was made by Mr. Gilbert to approve the MMO for the RTSA Non-Uniformed Pension Plan in the amount of \$17,683.97, as presented. Seconded by Mr. Callaway.*

Vote:

Callaway – Yes    Gilbert – Yes    Morgan – Yes    Manown - Yes

Motion Carried.

**Motion 10:** *A motion was made by Mr. Callaway to accept the Manager's report as presented for August 2023. Seconded by Mr. Gilbert.*

Vote:

Callaway – Yes   Gilbert – Yes   Morgan – Yes   Manown - Yes

Motion Carried

**OLD BUSINESS:**

**NEW BUSINESS:**

Mr. Nicholas asked to enter into Executive Session for personnel matters.

**MOTION 11:** *A motion was made by Mr. Gilbert to enter into Executive Session. Seconded by Mr. Morgan.*

Vote:

Callaway – Yes   Gilbert – Yes   Morgan – Yes   Manown - Yes

Motion Carried

The Board reconvened from Executive Session at 4:45 p.m.

**ADJOURNMENT:**

**Motion 12 -** *A motion was made by Mr. Callaway to adjourn the meeting of September 26, 2023 at 5:55 pm. Seconded by Mr. Gilbert.*

Vote:

Callaway – Yes   Gilbert – Yes   Morgan – Yes   Manown - Yes

Motion Carried

So Ordered Meeting Adjourned at 5:55 pm

  
\_\_\_\_\_  
William Callaway, Secretary  
Stephen Morgan, Assistant Secretary/Treasurer