



**ROSTRAVER TOWNSHIP SEWAGE AUTHORITY  
MEETING MINUTES  
REGULAR MEETING  
November 22, 2022**

The Regular Meeting of November 20, 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  
Stephen Morgan, Assistant Secretary/Treasurer  
Ann Scott, Manager  
Romel Nicholas, Esquire  
David Coldren, PE, Engineer

New Board Member::  
Aaron Gilbert

The Chairman welcomed newest Board member, Aaron Gilbert to the Authority, appointed by the Township at their meeting in October 2022. Mr. Manown noted, the Board will need to reorganize.

***Motion 1*** – A motion was made by Mr. Callaway to reorganize the Authority Board, appointing Mr. Gilbert to the position of Treasure (vacant position), while maintaining remainder of Board in the current positions. Seconded by Mr. Morgan..

Vote:

Callaway – Yes    Dilmore – Yes    Morgan – Yes    Manown - Yes  
Motion Carried

***Motion 2*** – A motion was made by Mr. Callaway to approve the minutes of the Regular Meeting of October 25, 2022 as presented. Seconded by Mr. Dilmore..

Vote:

Callaway – Yes    Dilmore – Yes    Gilbert - 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. Dilmore to ratify the payments of bills in the amount of \$176,416.63 for November 2022. Seconded by Mr. Callaway.

Vote:

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

**Motion 4** - A motion was made by Mr. Callaway to approve the Financial Reports for the month ending October 2022. 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 November 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 ordered, estimated arrival, 6 months.

Mr. Coldren noted that the Service Study has been completed for the Generator Transfer Switch at the Plant by EPPI. A price has been obtained by IETS-OH based upon the completed Study. The bid was awarded at a cost of \$33,968 at the July Meeting. Mr. Coldren noted, the switch is over 20 years old and the proposal includes a GE Power Break Main Utility Circuit breaker and spare, reducing any interruptions in power at the Plant. He noted, work began on the project this week, however, contractor ran into a few issues, and the backup breaker wasn't functioning properly, revisions required before old switch is removed.

Mr. Coldren noted KLH completed review of the CCTV data in the Clair Manor area. A proposed rehabilitation project with an engineer's estimate has been prepared, including work in the Sweeney Plan. The total estimate of the project \$280,000. The Authority will submit a Small Water and Sewer Grant Application (Due 12.21.2022) for this project.

Mr. Coldren noted the Developer for the Willowbrook Golf Course Project has submitted Final Design Plans to the Township for consideration, the developer must address the comments submitted by the Township. KLH has prepared Plans to extend the main sewer line and eliminate the Willowbrook Pump Station. KLH has received the utility plan for this development and is reviewing.

Mr. Coldren noted KLH has prepared the estimated cost sharing project for the PENNDOT Arnold City Project. Total Estimate is \$874,240. Mr. Coldren noted, the Authority is responsible for approximately 10% of the cost. A letter was sent to PENNDOT to discuss the cost share percentage. A meeting was held, the Agreement states, a 10% share cost if main line is NOT in public right of way and 100% PENNDOT paid if main IS in public right of way. He noted, the majority of the work is in the public right of way, and recommends the Board consider approving the Utility Relocation Letter and adopt the Resolution presented, 2022-05.

Mr. Coldren noted a subdivision plan for the Morgan Development has been received. The project includes the construction of 18 residential homes utilizing a grinder pump system. Their engineer submitted a Sewer Planning Module to the DEP for consideration. At this time, a PENNDOT Highway Occupancy Permit is required for the project. The permit includes Resolution No. 2022-04 for consideration by the Board.

The Board discussed at length, the proposed development and a grinder pump system. The costs for operation and maintenance of the grinder pumps after the development has been completed verses the cost to construct a new pump station. The Board requested the Engineer and Solicitor to review the Rules and Regulations regarding a new development and a complete grinder pump system. If any limitations have been included in the regulations, including amount of flow, costs, maintenance, etc. The solicitor suggested the motion be tabled at this time upon further review of the rules and regulations.

**Motion 5** - *A motion was made by Mr. Morgan to Table Motion No. 6, regarding Resolution No. 2022-04 for the Morgan Proposed Development, PENNDOT HOP permit until next month. Seconded by Mr. Dilmore.*

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

**Motion 6** - *A motion was made by Mr. Dilmore to approve the Utility Relocation Letter and Adopt Resolution No. 2022-05 for the PENNDOT Reimbursement Agreement for the Arnold City Project as presented. Seconded by Mr. Morgan*

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

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

Vote:

Callaway – Yes    Dilmore – Yes    Gilbert – 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 November 2022 is attached hereto and made part of these minutes.

Mr. Nicholas noted a letter was received from Attorney Chris Huffman, in reference to Randy Konsugar, 508 Todd Farm Road. 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. . Mr. Konsugar recently purchased the home and believes the problem should have been discovered at the Time of Sale Testing. After discussion of the Board, the Solicitor will contact Mr. Konsugar's attorney and request that another lateral inspection be completed by the Authority on the property. If agreed upon by the Attorneys, the Authority will schedule the reinspection.

Mr. Nicholas discussed Grease Trap enforcement. He recommends the Engineer review the rules and regulations and continue discussion on the matter. The Board agreed.

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

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 November 2022 is attached and made part of these minutes.

Ms. Scott noted, an inspection of the Pollock Run Wastewater Treatment Plant was completed by the DEP on October 6, 2022. Two findings were noted on inspection report, a response to each is required and has been submitted to the DEP office.

Ms. Scott noted, the Authority has prepared three Municipal Water & Sewage Priorities Survey Form, Westmoreland County. Consideration for approval in the database of inventory of potential critical projects. The projects include: Willowbrook Sewer Line Extension – \$242,000; Clair Manor & Sweeney Plan Sewer Rehabilitation Project- \$280,000; Pollock Run Wastewater Treatment Plant PLC Update - \$110,000. Letters of support received by Rostraver Township and State Representative Davanzo. Applications due by October 31.

Ms. Scott noted, Small Water and Sewer Grants are due to the Department of Community and Economic Development by December 21, 2022. She has prepared an application for the Clair Manor and Sweeney Plan Sewer Rehabilitation Project. She noted a Resolution has been prepared and submitted for consideration of the Board.

**Motion 9** - A motion was made by Mr. Dilmore to Adopt Resolution No. 2022-06 for the Small Water and Sewer Grant application for the Clair Manor and Sweeney Plan Sewer Rehabilitation Project as presented.

Vote:

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

Ms. Scott noted, the Authority applied for funding in April 20202 for the SCADA System Upgrade and for the Security System projects, through State Wide LSA Funding Program. Awards of these applications has been postponed until January. She inquired to the Board, what other projects to submit for the Small Water and Sewer Funding opportunity. The Board instructed, both projects (SCADA and Security System) should be submitted, along with the Clair Manor and Sweeney Plan project. Ms. Scott noted, the applications are due December 21, she will start working on them.

**Motion 10** - A motion was made by Mr. Morgan to accept the Managers report as presented for November 2022. Seconded by Mr. Dilmore

Vote:

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

## **OLD BUSINESS:**

## **NEW BUSINESS:**

Mr. Gilbert noted, he spoke with Mr. Dilmore in reference to electrical maintenance proposals the Authority has received and inquired as the status. Mr. Manown stated, the Board has not made any type of decision and has not voted to move forward as of this date. He suggested Ms. Scott provide Mr. Gilbert with a copy of the proposals and further discussion at the December meeting.

**ADJOURNMENT:**

**Motion 11** - A motion was made by Mr. Morgan to adjourn the meeting of November 22, 2022 at 5:55 pm. Seconded by Mr. Callaway.

Vote:

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

So Ordered Meeting Adjourned at 5:55 p.m.

  
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William Callaway, Secretary  
Stephen Morgan, Assistant Secretary/Treasurer