ROSTRAVER TOWNSHIP SEWAGE AUTHORITY
MEETING MINUTES
REGULAR MEETING
December 20, 2022

The Regular Meeting of December 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
Aaron Gilbert - Treasurer
Stephen Morgan, Assistant Secretary/Treasurer

Ann Scott, Manager
Romel Nicholas, Esquire
David Coldren, PE, Engineer

For the record, the Solicitor pointed out that a brief executive session was held prior to the start of the meeting, regarding legal matters and property acquisition.

Motion 1 *– A motion was made by Mr. Dilmore to close the Executive Session of the Board at approximately 4:10 pm. Seconded by Mr. Morgan.*

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

Proposed Morgan Development – Indian Hill Road. 18 Single Family Homes
Those in attendance, John Morgan and Charles Zelenak (CZ Surveying). Mr. Zelenak discussed with the Board the proposed single-family housing development on Mr. Morgan's property, total of 18 new homes. The proposed development is a complete Grinder Pump sewage system. The Board discussed alternative sewer plans and future development, including possibility of additional homes on the adjacent property. The Board discussed a proposed new development with an all-grinder pump sewage system, noting this is the first development of this kind, and the Board has had to consider future developments. The Board discussed with the Solicitor the current Rules and Regulations and how it may pertain to new development. After discussion the Solicitor requested time to review the Regulations and various options the Board may wish to consider. He requested the development be tabled at this time, until the January 2023 meeting for further decision.

Attorney Nicholas noted a Resolution is on the Agenda for this proposed development which should also be tabled until next month.

Motion 2 *– A motion was made by Mr. Dilmore to table Resolution No. 2022-04 regarding the proposed Morgan Development until January 2023 as recommended by the Solicitor. Seconded by Mr. Morgan.*

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 minutes of the Regular Meeting of November 22, 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 4 *– A motion was made by Mr. Morgan to ratify the payments of bills in the amount of $167,688.25 for December 2022 Seconded by Mr. Dilmore.*

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

Motion 5 - *A motion was made by Mr. Callaway to approve the Financial Reports for the month ending November 2022. Seconded by Mr. Gilbert.*

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

Ms. Scott noted the 2023 Meeting Schedule has been prepared and will need to be advertised.

Motion 9 *- A motion was made by Mr. Gilbert to authorize the advertisement of the 2023 Meeting Schedule as presented. Seconded by Mr. Callaway.*

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

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 three applications; Clair Manor and Sweeney Plan Sewer Rehabilitation Project, SCADA System Upgrade Project and the Security System Upgrade Project. She noted two Resolutions have been prepared and submitted for consideration of the Board as required by the grant application. She noted the Board approved the required resolution for the Clair Manor project in November.

Motion 10 *- A motion was made by Mr. Callaway to Adopt Resolution No. 2022-07 for the Small Water and Sewer Grant application for the SCADA System Upgrade Project, Grant application for $142,000. As presented. Seconded by Mr. Dilmore.*

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

Motion 11 *- A motion was made by Mr. Dilmore to Adopt Resolution No. 2022-08 for the Small Water and Sewer Grant application for the Security System Upgrade Project, Grant application for $140,000. As presented. Seconded by Mr. Callaway.*

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

Motion 12 *- A motion was made by Mr. Morgan to accept the Managers report as presented for December 2022. Seconded by Mr. Callaway.*

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 received. He would like to go to the Plant and each of the Pump Stations to review and provide a recommendation of his findings at the January Meeting.

Mr. Dilmore noted that the consumption rate at the Authority of $5.75 per thousand gallon has been the same amount for many years. He noted, Elizabeth Township Sewer Authority just raised their rate for 2023 significantly. He requested KLH to prepare an estimate for a cost to prepare a rate study for the Authority. He noted, it will take some time to prepare such a study and something the Board should have as a reference for future budgeting and capital improvement studies.

ADJOURNMENT:

Motion 13 *- A motion was made by Mr. Morgan to adjourn the meeting of November 22, 2022 at 5:50 pm. Seconded by Mr. Callaway.*

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

So Ordered Meeting Adjourned at 5:50 p.m.

William M Callaway

William Callaway, Secretary
Stephen Morgan, Assistant Secretary/Treasurer