



**ROSTRAVER TOWNSHIP SEWAGE AUTHORITY**  
**MEETING MINUTES**  
**REGULAR MEETING**  
**January 24, 2023**

The Regular Meeting of January 24, 2023 of the Rostraver Township Sewage Authority was called to order by Chairman, Dennis C. Manown, at 4:10 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 4:15 pm. Seconded by Mr. Morgan.

Vote:

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

Motion Carried

***Motion 2*** – A motion was made by Mr. Callaway to approve the minutes of the meeting dated December 20, 2002 as presented. Seconded by Mr. Gilbert.

Vote:

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

Motion Carried

Mr. Gilbert discussed with the Board, the idea of a Member of the Union (employee) attending regular Board Meetings each month to provide constructive input, improve communications between the Union and Board or discuss other concerns. The Board discussed the idea at length and concluded, a representative from the Union could attend regular meetings and address the Board each month. They would be scheduled in order of seniority, on a volunteer basis. The Employee could opt for overtime or compensation time.

**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 \$211,543.09 for January 2023. 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 December 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 and delivered January 23, 2023.

Mr. Coldren noted he had received two bids for the installation. The first bid was from Lone Pine, \$19,662.00; the second bid was from Bob Ross Contracting, \$38,100. He noted both contractors have completed this type of installation in the past. He recommends awarding the project to Lone Pine.

**Motion 5** - *A motion was made by Mr. Morgan to authorize Lone Pine to install the new conveyor at the Plant for the Press at a cost not to exceed \$19,662.00 as recommended by the Engineer. Seconded by Mr. Gilbert.*

Vote:

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

Mr. Coldren noted the one blowers at the Plant was not operating properly and had to be removed for repairs by Airtek. They have received two proposals from them, \$35,174.40 to repair existing blower, and \$45,299 to replace. He noted the blowers had been repaired numerous times in the past, and they are the original blowers from the 1980's. The blower provides aeration to the system and promotes aerobic digestion, when a blower is not working increases odors from the Plant. Airtek is not on COSTARS, he recommends replacing the blower and putting the project out for bid as soon as possible. He contacted Airtek and received specification information. Mr. Coldren noted, KLH could prepare the bid specs and have ready for advertisement in a few days. Bids could be opened and awarded at the next meeting. After discussion of the Board, taking into consideration the age and the importance of the blowers, concluding Authority obtain optional pricing for the replacement of one and/or two blowers, awarding the contract at the February meeting.

***Motion 6 - A motion was made by Mr. Morgan to authorize KLH to prepare plans and specifications for the purchase and installation for new blower(s); Option 1 – One new blower; and Option 2 – Two new blowers including installation as recommended by the Engineer. Seconded by Mr. Dilmore.***

Vote:

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

Mr. Coldren KLH has prepared an estimate for ARC Flash Training as requested by the Board. He noted the training would take approximately 3 hours and the cost would be \$500.00. The Board accepted the proposal and requested KLH to schedule the mandatory training for the Union Employees with the Manager.

Mr. Coldren noted that an Electrical Distribution Study at the Plant, proposals have been received by the Board and discussed. He noted that FTBA had submitted an updated proposal for review. Mr. Gilbert requested that representatives from FTBA attend the next meeting to discuss the proposal in further detail with the Board.

Mr. Coldren noted the Developer for the Willowbrook Golf Course Project has submitted the final utility plans, he has reviewed and submitted his comments and revisions. The Developer will need to review and address. KLH has prepared Plans to extend the main sewer line and eliminate the Willowbrook Pump Station.

Mr. Coldren noted the subdivision plan for the Morgan Development received and discussed by the Board at the last meeting. 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, tabled in December 2022.

The Board discussed the proposed development plan at length. Mr. Coldren provided a preliminary cost analysis to the Board for review regarding installation of a Pump Stations. He also prepared a preliminary estimate for the cost of installation of public sewage for the developer.

The Board concluded a general rule is that gravity sewers are the preferred type of public sewage installation with the next option being installation of a Pump Station with the required force mains. All development needs to be in compliance with the 537 Plan adopted by the Authority.

The Solicitor recommended to the Board, should they wish to revise the regulations regarding Grinder Pumps in the system, that the Rules and Regulations should reflect these revisions. Moving forward, the Authority will no longer provide or maintain grinder pumps, gravity is the preferred option for new or extended public sewage, and secondary option would be the construction of a Pump Station. The Board agreed and requested the Solicitor to prepare the necessary revisions.

***Motion 7*** - A motion was made by Mr. Callaway to approve the Engineer's Report for January 2023 as presented. Seconded by Mr. Gilbert

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 January 2023 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 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. Mr. Nicholas noted, an additional lateral inspection has been completed by the Authority on the property. The Manager provided Dave Coldren, PE a copy of the video. After discussion of the Board, Mr. Nicholas will contact Mr. Huffman's office to come to a compromised decision.

Mr. Nicholas provided the Board with two (2) Resolutions for Consideration surrounding Time of Sale Regulations. He noted both Resolutions include; the testing performed by the Authority is not a guarantee or assurance of the conditions and if defects or violations are detected, repairs shall be completed whether or not a sale of the property is finalized.

The difference in the Resolution is as follows; Resolution 1 - Access must be available; if the lateral is accessible through the air vent and no defects found, property will pass inspection with a notation that a clean out should be installed. Resolution 2 – if a clean out is not available, the property owner must install a new vent and clean out within 30 days and notify the Authority when work is being completed for inspection.

Mr. Morgan requested the Board take a month to review the two proposed Resolutions and that this matter be brought before the Board in February. He also recommended they be revised to include that clean out/cent but be no more than five (5) feet from the outer face of the outside wall.

Mr. Nicholas noted the survey has gone all to commercial properties regarding Grease Traps, allowing the Authority to build a database. He recommends the Engineer review the rules and regulations and continue discussion on the matter.

***Motion 8*** - A motion was made by Mr. Callaway to approve the Solicitor's Report for January 2023 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 December 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, PA Rural Water is getting closer to completing GIS update. They have located 1,806 manholes, with approximately 146 missing, and almost 80 miles of mains and force mains in the system.

Ms. Scott noted, Small Water and Sewer Grants were 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

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

Vote:

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

#### **OLD BUSINESS:**

#### **NEW BUSINESS:**

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. Mr. Dilmore provided the Board additional information regarding the rate.