ROSTRAVER TOWNSHIP SEWAGE AUTHORITY
MEETING MINUTES
REGULAR MEETING
February 28, 2023

The Regular Meeting of February 28, 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

For the record, the Chairman pointed out a presentation from Joe Marshall and Brenda Henwood of FTBA prior to the start of the meeting, on Electrical inspection and Maintenance at the Plant. A proposal had been provided, and the Board will continue to discuss the matter and review.

The Board has requested that each month a member of the Union attend the meeting and discuss their concerns, ideas and proposed capital improvements. How the Board can work with the Union Members to bring the Authority into the Future. Dave Balluch was the first member to attend. He provided his ideas and concerns and a list of work that needs to be completed at the Plant in accordance with the Capital Improvement Plan. The Board thanked him for attending and asked him to prepare a "Critical Spare Parts" listing of equipment he believes the Authority should have on hand. Dave will work with the Manager to prepare and the Board will review and consider.

SECRETARY'S REPORT; Citizens to be Heard

The Chairman noted John Morgan was in attendance and inquired as to the status of review and/or approval of the proposed Morgan Development Plan on Iron City Hill. The Board noted, this development includes 18 homes all serviced by Grinder Pump sewers. Noting, the property across from this Development, Mr. Morgan owns as well, approximately 80 acres. The Board stated their concerns regarding future development and sewage. The Board noted this is the first development submitted for consideration of a complete grinder pump system. The decision of the Board will set precedence for proposed development in the future. The Board will continue to discuss the matter, and reviewed with Mr. Morgan the options the Authority and Mr. Morgan need to consider. No timeline or decision was provided to Mr. Morgan.

Motion 1 *– A motion was made by Mr. Callaway to approve the minutes of the Reorganization Meeting dated January 24, 2023 as presented. Seconded by Mr. Gilbert.*

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

Motion 2 *– A motion was made by Mr. Dilmore to approve the minutes of the Regular Meeting dated January 24, 2023 as presented. Seconded by Mr. Morgan.*

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 3 *– A motion was made by Mr. Callaway to ratify the payments of bills in the amount of $313,175.24 for February 2023. Seconded by Mr. Gilbert..*

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

Motion 4 - *A motion was made by Mr. Morgan to approve the Financial Reports for the month ending January 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 February 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 delivered January 23, 2023. Last month the Board awarded the installation to Lone Pine at a cost of $19,662. Installation has not been scheduled.

The difference in the Resolutions 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 recommended the Board adopt Resolution 2, if a clean out is not available, one will need to be installed. He also added, if during testing a lateral was determined to be a fail, and the entire lateral will need replacement, a Site "Tee" at the tap be required to be installed. Mr. Nicholas noted, revisions to the Resolution will be made and provided to the Board for consideration in March.

Motion 10 *- A motion was made by Mr. Gilbert to approve the Solicitor's Report for February 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 February 2023 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. Comments were received by the State, noting, the Security System Upgrade Application, the Administration Office was not eligible for federal funding and reduced the application from $165,000 to $126,500. Only minor comments were received on the other applications. The Manager made the necessary revisions. No word when the monies will be awarded.

Ms. Scott noted the Authority will be entering into Union Negotiations this year, contract is expiring. They have presented their first request to the Manager Office for consideration. They are requesting the preparation of an Actuarial Study be done 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. Ms. Scott noted the Authority is entitled to two (2) free studies per year.

Motion 11 *- A motion was made by Mr. Gilbert to authorize PMRS to compete a no-cost Actuarial Study on the Non-Unformed Defined Benefit Pension Plan to determine the costs for increasing the benefit formula as presented. Seconded by Mr. Dilmore.*

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

Ms. Scott will notify PMRS, a study could take 6 to 8 weeks to complete.

Motion 12 *- A motion was made by Mr. Gilbert to accept the Managers report as presented for February 2023. Seconded by Mr. Morgan.*

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

OLD BUSINESS:

NEW BUSINESS:

Mr. Gilbert requested an Executive Session with just Board members be held regarding personnel matters.

The Solicitor, the Engineer and Manager left at approximately 6:45 pm.

ADJOURNMENT:

Motion 13 *- A motion was made by Mr. Morgan to adjourn the meeting of February 28, 2023 at 7:30 pm. Seconded by Mr. Callaway.*

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

So Ordered Meeting Adjourned at 7:30 p.m.

William Callaway, Secretary
Stephen Morgan, Assistant Secretary/Treasurer