ROSTRAVER TOWNSHIP SEWAGE AUTHORITY
MEETING MINUTES
REGULAR MEETING
May 23, 2023

The Regular Meeting of May 23, 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

Jason Beck, Union Member was in attendance at the meeting. He discussed with the Board, the idea of grit collection system. This would be installed ahead of the headworks of the plant, and remove the grit and debris from entering the Plant. Easier on equipment, prolongs the life. He noted, rags are a constant problem. The Engineer noted, this is a big-ticket project, and recommended this could be considered for future grant funding. In the meantime, cleaning the digesters, pumping them down, cleaning out rags is an annual project. He suggested the installation of a "dumping station", installed near the current dumpster, it would be used when the Township dumps the sewer vac truck. This is done a few times a year. He also recommended purchasing a pallet jack or scissor lift to assist with larger deliveries. The Board thanked him for attending.

SECRETARY'S REPORT; Citizens to be Heard

The Chairman noted, No one was in attendance at the meeting.

Motion 1 *– A motion was made by Mr. Callaway to approve the minutes of the Regular Meeting dated April 25, 2023 as presented. Seconded by Mr. Gilbert.*
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 2 – *A motion was made by Mr. Gilbert to ratify the payments of bills in the amount of $169,507.40 for May 2023. Seconded by Mr. Callaway.*

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 Financial Reports for the month ending April 2023. Seconded by Mr. Gilbert.*

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 May 2023 is attached hereto and made part of these minutes.

Mr. Coldren noted the one blower at the Plant was not operating properly and had to be removed for repairs by Airtek. The second blower is in poor condition. The Board Authorized plans and specs to be prepared and advertised. The Board awarded the contract to JP Environmental for two blowers for a cost of $103,10. Mr. Coldren noted the Authority has the signed contracts; shop drawings have been reviewed and approved. The blowers have been ordered, approximately 8 to 12 weeks. No updates, waiting for delivery of new blowers.

Mr. Coldren noted last month the Authority awarded the Electrical Distribution Inspection and Arc Flash at the Plant bid to FTBA Henron Electrical for a cost of $34,479.25. The contracts have been prepared and signed this evening. He will schedule the work to be completed over the next week.

Mr. Coldren noted, in 2022 the Board authorized preparing plans and specifications for the paving of the Parking Lot at the Administration Office and the concrete area under the dumpster down at the Plant. The Board authorized waiting until 2023 to readvertise the project. Last month the Authority authorized advertising the plans and specification. He noted, bids are due June 15, 2023.

Mr. Coldren noted he continues to work on preparing on plans and specs for the annual cleaning and televising sewer lines contract, estimated 10,000 lf. He noted, they will meet with the Manager to determine the areas to concentrate. Including the missing manholes identified with the GIS project.

Motion 4 - *A motion was made by Mr. Gilbert to authorize to advertise the 2023 CCTV Inspection and Cleaning project as recommended by the Engineer. Seconded by Mr. Callaway.*

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

Mr. Coldren noted, Cedar Creek, Phase 3 – Shuster Plan, utility work is near completion. KLH has an inspector onsite.

Mr. Coldren noted the Development for the Willowbrook Golf Course Project, he has reviewed and commented on the final plans submitted for consideration. The Developer resubmitted the final plan, today for review and approval. Mr. Coldren will review as soon as possible.

Mr. Coldren noted the John Cenkner, PE resubmitted preliminary conceptual plans for the Todd Woodland Project. The total project includes construction of 45 homes, 33 homes gravity flow and 12 grinder pumps. After discussion of the Board, it was so noted for the record, it was the intention of the Authority to allow for grinder pumps to be utilized in existing developments, not in new developments, when other alternatives were not available.

Motion 5 *- A motion was made by Mr. Gilbert to reject the proposed preliminary conceptual plan for the Todd Woodlands Development as presented. Seconded by Mr. Morgan.*

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

Mr. Coldren noted, Charles Zelenak submitted revised preliminary plans for the Morgan Development, Indian Hill. The plan included the installation of a pump station to service both sides of the roadway development, 61 properties total. The Board discussed the plans as submitted. The Board stated there are concerns for the type, size and design of the proposed pump station, and reiterated, the pump station will be required to be built to service the proposed and future development and meet the Authority specifications as provided in the Rules and Regulations. Mr. Coldren noted, the construction of a pump station will require sewer module approval by the PA DEP.

Motion 6 *- A motion was made by Mr. Morgan to accept the proposed preliminary plan for the Morgan Development, reiterating the requirements and approvals necessary for the construction of the pump station, as discussed. Seconded by Mr. Gilbert.*

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

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

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 May 2023 is attached hereto and made part of these minutes.

Mr. Nicholas noted, his office continues to work with the Manager on updating the Personnel Policy. A first draft has been completed, and Ms. Scott intends to discuss under her report.

Motion 8 *- A motion was made by Mr. Morgan to approve the Solicitor's Report for May 2023 as presented. Seconded by Mr. Callaway.*

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 May 2023 is attached and made part of these minutes.

Ms. Scott noted Leonard Pirilla, 215 Alberta Village has submitted another request for Consumption Credit on his account. She prepared a spreadsheet of the current and past usage to the Board for their review. Mr. Pirilla owns eight (8) homes and had a waterline break on his property. Ms. Scott noted, the repair has been completed for a cost of approximately $21,000. The Authority provided Mr. Pirilla a credit of 50,000 gallons of water on his last bill. He is requesting consideration for additional consumption credit on his account. After discussion, the Board stated, it has been the policy of the Authority to provide any resident or business the same credit provided by the water company. Which has been completed, therefore, no additional credit will be considered.