



**ROSTRAVER TOWNSHIP SEWAGE AUTHORITY  
MEETING MINUTES  
REGULAR MEETING  
JUNE 27, 2023**

The Regular Meeting of June 27, 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

Vince Campbell, Union Member was in attendance at the meeting. He discussed with the Board the following; He noted Kappe was on site at Concord they replaced the seal water pumps, that internal work on the SCADA is required, he is working with Manager. He recommends the Board consider the crane be sandblasted and painted as well. It is used when the pumps need to be pulled and worked on, it is older and starting to show the wear and tear. He also recommended consideration in purchasing a small generator for Willowbrook. A few times a year, the electric goes out in the neighborhood. We have had to call Hapchuck a few times to pump it out. He inquired when the development is coming through and we can eliminate the pump station. The Manager noted, probably another year. The Engineer stated, this would require the installation of a new transfer switch, plus the generator, the cost may exceed the cost to pump the station a few times a year. He will look into the matter. He also noted there are a few buried manholes in the Cedarbrook housing plan, these were noted when working on the GPS of manholes. Lastly, he noted the chlorine disinfection at the Plant, potentially dangerous, future projects to consider is replacing with ultra violet treatment. 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 May 23, 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 \$205,251.45 for June 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 May 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 June 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, end of August anticipated.

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. FTBA was on site June 13 with their engineer to review equipment and plans. Work in progress.

Mr. Coldren noted the Board authorized plans and specs to be prepared for the replacement of the SCADA System and the Security System Projects. He anticipates both will be ready for the August Meeting.

Mr. Coldren noted, in 2022 the Board authorized preparing plans and specifications for the paving a paving project with several options to consider. The project was properly advertised and bids were received June 15, 2023, a copy of the bid tabs has been provided. Mr. Morgan asked for additional time to review the various options (including the repairs at Pricedale) and award at the July Meeting.

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.

Mr. Coldren noted the Development for the Willowbrook Golf Course Project, the Developer resubmitted the final plan, which has been reviewed and approved. The post card exemption has been submitted to the DEP, waiting for approval.

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.

Mr. Coldren noted the John Cenkner, PE resubmitted preliminary conceptual plans for the Todd Woodlands Project. The revised project includes construction of 43 homes, 39 homes gravity flow and 4 grinder pumps and roadway dropped approximately 6 feet. 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. Although the plan an improvement from previously submitted plans, it was recommended Mr. Cenkner attend the next Board meeting to discuss.

Mr. Coldren noted, Cedar Creek, Phase 3 – Shuster Plan, has been completed and air tested. Mr. Shuster is requesting the reduction in the posted construction bond from \$90,338 to \$13,600. Mr. Morgan noted, with buried manholes noted in the development, he recommends not reducing the bond at this time, to wait until the next month. He asked that as built drawings be provided to field personnel to assist in the location of manholes.

Mr. Coldren noted the SR70 Arnold City Project, the Engineer and Manager met with the representatives of PENNDOT to discuss the cost allocation, estimated project cost for sewers is \$874,240.. PENNDOT noted, that work completed in the existing easement would be paid by PENNDOT at 100%, outside of easement 90/10 split, 10% being that of the Authority. Standard cost allocation.

Mr. Coldren noted, the Board will need to consider adopted Resolution 2023-02 and enter into the Utility Relocation documentation for this project.

**Motion 4** - A motion was made by Mr. Morgan to adopted Resolution No. 2023-02 for the SR70 Arnold City Project as presented. Seconded by Mr. Callaway.

Vote:

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

Mr. Coldren noted work is about to begin on the Villas at Cedar Creek, 46 single family residences, condominiums. KLH will have an inspector on site. Developers Agreement, bonds, etc, have all been signed and posted.

Mr. Coldren noted he is working with Scarmazzi Homes in reference to the proposed development on Indian Hill Road near Rt. 70. Discussion continues with PENNDOT on boring under the roadway while work is being completed on Arnold City Project.

Mr. Coldren noted a new development has been submitted to the Authority for preliminary review, sewer access, etc, Castle Ridge Land Development, approximately 270 units; 8 new 3-2tory apartment building. Behind the Mon Valley Hospital building. Very preliminary at this time.

**Motion 5** - A motion was made by Mr. Gilbert to approve the Engineers Report for June 2023 as presented. Seconded by Mr. Morgan.

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 June 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 noted a copy has been provided to the Board for review and discussion.

Mr. Nicholas noted, his office is working on the condemnation of the required property for the Route 51/70 project. He received notification of the petition to appear before the Board of Viewers for the one property. He will continue to report and monitor.

**Motion 6** - A motion was made by Mr. Morgan to approve the Solicitor's Report for June 2023 as presented. Seconded by Mr. Gilbert

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 June 2023 is attached and made part of these minutes.

Ms. Scott noted the Authority will be entering into Union Negotiations this year, contract is expiring. The Union submitted the first request, an Actuarial Study be completed 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. There will be an increase in the annual MMO, paid by the Authority in September. The Board authorized the Manager to provide a copy of the study to the Union Representatives. The matter will become part of the negotiations. The Union has requested information to begin the bargaining process, Ms. Scott noted work in progress. Included, who will be on the Negotiating Committee on behalf of the Authority. Chairman Manown stated, Mr. Morgan, the Manager and himself will be on the committee.

Ms. Scott and the Solicitor's Office have completed review and revisions of the Personnel Policy. She provided the Board with a copy of the summary sheet. The Board discussed and suggested a month to review the revisions and discussion continue next month.

**Motion 7** - A motion was made by Mr. Callaway to accept the Managers report as presented for June 2023. Seconded by Mr. Gilbert..

Vote:

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

**OLD BUSINESS:  
NEW BUSINESS:**

An Executive Session was scheduled to discuss various matters.

**Motion 8** - A motion was made by Mr. Morgan to enter into Executive Session for personnel and legal matters, at approximately 6:10 pm. Seconded by Mr. Gilbert..

Vote:

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

Executive Session ended at approximately 6:25 pm.

The Chairman noted, no other new business.

**ADJOURNMENT:**

***Motion 9*** - A motion was made by Mr. Morgan to adjourn the meeting of June 27, 2023 at 7:00 pm. Seconded by Mr. Callaway.

Vote:

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

So Ordered Meeting Adjourned at 7:00 pm

  
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William Callaway, Secretary  
Stephen Morgan, Assistant Secretary/Treasurer