ROSTRAVER TOWNSHIP SEWAGE AUTHORITY
MEETING MINUTES
REGULAR MEETING
JULY 25, 2023

The Regular Meeting of July 25, 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
Kathleen Lemley, Secretary

The Chairman notes, a special meeting was held on July 13, 2023 at 4:00 p.m. to discuss Personnel Matters. No action was taken at the meeting.

SECRETARY'S REPORT; Citizens to be Heard

Mr. Shuster addressed the Board regarding the reduction of the Bond. Mr. Shuster expressed disappointment in how the request to reduce the Bond was handled. The Authority Board and Mr. Shuster agreed to work together.

MOTION 1 – A *motion was made by Mr. Callaway to ratify the reduction of the Bond for Cedar Creek Phase 3 from $90,338.000 to $13,600.00 as recommended by the Engineer. All testing completed and approved. 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. Callaway to approve the minutes of the Regular Meeting dated June 27, 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:

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 $183,673.54 for July 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. Gilbert to approve the Financial Reports for the month ending July 2023. Seconded by Mr. Callaway .*

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

Mr. Coldren noted work continues on the plans and specs for the replacement of the SCADA System and the Security System Projects. He anticipates both will be ready for the August Meeting and potentially request authorization to advertise.

Mr. Coldren reported he was hoping the PA Water and Sewer Grants and the H20 application would be acted upon in July however, action on grant applications has been delayed until August and the next meeting is not scheduled until mid-September.

Mr. Coldren reported that the CCTV Inspection involves inspecting approximately 10,000 feet of pipe in Clair Manor, Sweeney Plan and Finley Road. The bid opening was

Motion 8 - *A motion was made by Aaron Gilbert to approve the 2022 Audit as prepared by Mark Turnley, CPA. Seconded by Mr. Callaway.*

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

Motion 9 *– A motion was made by Mr. Callway to authorize to advertise the 2022 Audit, as presented by Mark Turnley CPA. Seconded by Mr. Gilbert.*

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

Motion 10 *- A motion was made by Mr. Callaway to accept the Manager's report as presented for July 2023. Seconded by Mr. Dilmore.*

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

OLD BUSINESS:

NEW BUSINESS:

An Executive Session was scheduled to discuss Personnel Matters.

Motion 11 *- A motion was made by Mr. Morgan to enter into Executive Session for personnel matters, at approximately 5:25 pm. Seconded by Mr. Dilmore.*

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

Executive Session ended at approximately 5:40 pm.

Mr. Manown asked the Board to accept the Resignation of Ann C. Scott, Manager of the Authority effective July 221, 2023.

Motion 12 *– A motion was made by Mr. Gilbert to accept the Resignation of Ann C. Scott, Manager. Seconded by Mr. Callaway.*

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

Ms. Scott thanked the Board and it was a pleasure working at RTSA. It was a difficult decision to make but I was provided another opportunity. Ms. Scott further stated she will hold Rostraver in her heart. Mr. Manown and Mr. Callaway thanked Ms. Scott for her service.

The Board reconvened from Executive Session at approximately 5:40 and the Chairman asked for a motion to hire Gary Dilmore as the manager under the terms as discussed in Executive Session.

Motion 13 *– A motion was made by Mr. Morgan to appoint Gary Dilmore as the New Authority Manger effective August 7, 2023, with the terms discussed in executive session.*

Vote:
Callaway – Yes Dilmore – Abstain Gilbert – No Morgan – Yes Manown - Yes
Motion Carried

Mr. Gilbert asked about the Electricians. Ms. Scott said Mr. Coldren will advertise for bids for an Electrician.

Mr. Dilmore officially resigned as the Vice-President of the Rostraver Township Sewage Authority Board.

ADJOURNMENT:

Motion 14 - *A motion was made by Mr. Gilbert to adjourn the meeting of July 25, 2023 at 5:45 pm. Seconded by Mr. Callaway.*

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

So Ordered Meeting Adjourned at 5:45 pm

William Callaway, Secretary
Stephen Morgan, Assistant Secretary/Treasurer