

**ROSTRAVER TOWNSHIP SEWAGE AUTHORITY
MEETING MINUTES
REGULAR MEETING
JANUARY 23, 2024**

The Regular Meeting of January 23, 2024 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
Stephan Morgan, Vice-Chairman
Aaron Gilbert, Treasurer
Clyde Gouker, Jr., Secretary
Romel Nicholas, Esquire
David Coldren, PE, Engineer
Gary Dilmore, Manager
Kathleen Lemley, Secretary

Absent: William Callaway, Assistant Secretary/Treasurer

SECRETARY'S REPORT:

Motion 1: A motion was made by Mr. Gilbert to approve the minutes of the Regular Meeting dated December 19, 2024, as presented. Seconded by Mr. Gouker.

Vote:

Callaway –Absent Gilbert - Yes Gouker – Yes Morgan – Yes Manown - Yes
Motion Carried

CITIZENS TO BE HEARD:

Chairman noted there were no citizens in attendance.

CORRESPONDENCE, CHAIRMAN'S REPORT and BUSINESS REPORT:

Motion 2: A motion was made by Mr. Gilbert to ratify the payment of bills in the amount of \$280,790.14 for January 2024. Seconded by Mr. Gouker.

Vote:

Callaway –Absent Gilbert - Yes Gouker – Yes Morgan – Yes Manown - Yes
Motion Carried

Motion 3: A motion was made by Mr. Gilbert to approve the Financial Reports for the month ending January 2024. Seconded by Mr. Morgan.

Vote:

Callaway –Absent Gilbert - Yes Gouker – 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 December 2023 is attached hereto and made part of these minutes.

Board approved the DEP Sewage Facilities Planning Module for Todd Woodlands.

MOTION 4: A motion was made by Mr. Gilbert to approve the DEP Sewage Facilities planning Module for Todd Woodlands. Seconded by Mr. Morgan.

Vote:

Callaway –Absent Gilbert - Yes Gouker – Yes Morgan – Yes Manown - Yes
Motion Carried

The Board discussed the Morgan Plan of Lots with Mr. Cenkner and Mr. Morgan.

MOTION 5: A motion was made by Mr. Gilbert to adopt Resolution No. 2024-1, authorizing the Authority Chairman to sign the PennDot Agreement associated with the HOP Application for the sanitary sewer construction for the Morgan Plan of Lots. Seconded by Mr. Morgan.

Vote:

Callaway –Absent Gilbert - Yes Gouker – Yes Morgan – Yes Manown - Yes
Motion Carried

Mr. Coldren asked the Board to authorize KLH Engineers to advertise the Pump Station SCADA project for bid.

MOTION 6: A motion was made by Mr. Gouker to authorize KLH Engineers to advertise the Pump Station SCADA Project for bid. Seconded by Mr. Morgan.

Vote:

Callaway –Absent Gilbert - Yes Gouker – Yes Morgan – Yes Manown - Yes
Motion Carried

Mr. Coldren asked for approval to prepare the bid documents for the Claire Manor/Sweeney Plan Sanitary Sewer Rehabilitation Project.

MOTION 7: *A motion was made by Mr. Gilbert to authorize KLH Engineers to prepare the bid documents for the Claire Manor/Sweeney Plan Sanitary Sewer Rehabilitation Project. Contingent upon KLH providing a quote on the drawings prior to bidding the project. Seconded by Mr. Gilbert.*

Vote:

Callaway –Absent Gilbert - Yes Gouker – Yes Morgan – Yes Manown - Yes
Motion Carried

Mr. Dilmore commented that KLH does a good job with the drawings, etc. But, as to the security system this type of work is not in KLH wheelhouse and advises the Board to look into giving this project to another engineering firm. Mr. Gilbert mentioned the price from Costar is high.

MOTION 8: *A motion was made by Mr. Gilbert to approve the Engineer's Report for January 2024, as presented. Seconded by Mr. Morgan.*

Vote:

Callaway –Absent Gilbert - Yes Gouker – 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 2024, is attached hereto and made part of these minutes.

MOTION 9: *A motion was made by Mr. Gilbert to approve the Solicitor's Report for January 2024, as presented. Seconded by Mr. Morgan.*

Vote:

Callaway –Absent Gilbert - Yes Gouker – Yes Morgan – Yes Manown - Yes
Motion Carried

MANAGER'S REPORT:

The written Manager's Report was presented by Gary Dilmore. A copy of the Monthly report for January 2024, is attached hereto and made part of these minutes.

Mr. Dilmore reported on the items on the report. Mr. Dilmore asked the Board to adopt Resolution No. 2024-2. Attorney Nicholas added to the resolution to have the Chairman to have the authority to sign any ancillary documents, if required.

MOTION 10: *A motion was made by Mr. Gilbert to adopt Resolution No. 2024-2 to amend the Non-Uniform Pension Plan administered by the Pennsylvania Municipal Retirement System and to give the Chairman the authority to sign any ancillary documents.*

Vote:

Callaway –Absent Gilbert - Yes Gouker – Yes Morgan – Yes Manown - Yes
Motion Carried

Mr. Gilbert asked about the easements for Willowbrook. Mr. Dilmore responded we are not doing anything on the easements yet. If the development moves forward, we will address it at that time.

MOTION 11: *A motion was made by Mr. Gilbert to approve the Manager's Report for January 2024, as presented. Seconded by Mr. Morgan.*

Vote:

Callaway –Absent Gilbert - Yes Gouker – Yes Morgan – Yes Manown - Yes
Motion Carried

OLD BUSINESS:

NEW BUSINESS:

Mr. Morgan asked if we should publish a thank you to Eric Davanzo and Kim Ward for the grants we received in the newspaper. Mr. Manown expressed his concern as to the other municipalities that did not get the grant monies. Mr. Manown suggested a generic thank you, not to advertise how much money we received. Mr. Manown asked to clear it with Mr. Davanzo and Ms. Ward.

The Board entered into executive session at 5:55 p.m. The Board reconvened at 6:45 p.m.

ADJOURNMENT:

Motion 12 - A motion was made by Mr. Gilbert to adjourn the meeting of January 23, 2024 at 6:45 p.m. Seconded by Mr. Gouker.

Vote:

Callaway –Absent Gilbert - Yes Gouker – Absent Morgan – Yes Manown - Yes

Motion Carried

So Ordered Meeting Adjourned at 6:45 p.m.



Clyde Gouker Jr., Secretary
William Callaway, Assistant Secretary/Treasurer