

ROSTRAVER TOWNSHIP SEWAGE AUTHORITY
MEETING MINUTES
REGULAR MEETING
July 23, 2024

The Regular Meeting of July 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
Michael Bonura, Asst. Secretary/Treasurer
Romel Nicholas, Esquire
David Coldren, PE, Engineer
Gary Dilmore, Manager
Vincent Campbell, Field Supervisor
Kathleen Lemley, Secretary

SECRETARY'S REPORT:

MOTION 1: *A motion was made by Mr. Gilbert to approve the minutes of the Regular Meeting dated June 25, 2024, as presented. Seconded by Mr. Morgan.*

Vote:

Bonura – Yes 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 \$286,645.77 for July 2024. Seconded by Mr. Morgan.*

Mr. Gilbert asked if this amount is high. Mr. Dilmore responded \$54,000 of this was to buy a new truck.

Vote:

Bonura – Yes 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 July 2024. Seconded by Mr. Gouker.

Vote:

Bonura – Yes 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 July 2024 is attached hereto and made part of these minutes.

Mr. Coldren update Board on the SCADA System. The final design meeting was held on July 15, 2024. The project will be advertised for bid this month. A mandatory pre-bid meeting will be held prior to the bid opening to be held in September.

Mr. Coldren report on Clair Manor/Sweeney Plan Sewer Rehabilitation Project. Insite began lining on July 2, 204. Cured-in-place pipe lining is complete. Open cut point repairs are underway. Mr. Coldren asked for a motion to authorize payment to Insite Pipe for request #1.

MOTION 4: A Motion was made by Mr. Morgan to authorize payment of Request #1 to Insite Pipe for pipe lining in Claire Manor/Sweeney Plan in the amount of \$25,744.23. Seconded by Mr. Gilbert.

Vote:

Bonura – Yes Gilbert - Yes Gouker –Yes Morgan – Yes Manown – Yes

Motion Carried

Mr. Manown asked Mr. Coldren how bad were the sewage lines. Mr. Coldren said there were some drops and some broken pipes. The pipes were terracotta.

Mr. Morgan asked do we need to officially okay to add onto this project so we do not hold it up as a Board. The design goes from A-B to B-C. I want to make sure the engineer has permission to go from C-D until he runs out of money. Do we need to make a motion. Mr. Nicholas said if it is not on the Agenda it can't be ratified. Mr. Nicholas said if you give the go-ahead, it's okay to keep advancing but I think it should be done by motion. Mr. Morgan asked if we need a special meeting to keep the project going. Mr. Nicholas said you can keep advancing but it will need to be ratified at the next meeting. Mr. Morgan said he just wants to keep this going.

Mr. Morgan asked if this is an open discussion. Mr. Morgan asked if we will be moving forward on the Willowbrook Sewer Line extension since the project is moving forward. Mr. Coldren said we have a couple of months before they get started and until we have a contractor on site our plans and specs are ready to go. Mr. Morgan said I thought we had an issue with getting easements signed. Mr. Dilmore said we have not done anything on that yet. We did send the people letters to

hire an attorney but that stopped two years ago so no one moved on it. Mr. Dilmore said we can get that started again. Mr. Dilmore asked if we will go through the peoples back yard on the Willowbrook Road side of the creek. These people were fighting us. We have the option to go on the other side of the creek and just get an easement from Vinosky but then the people will have to go under the creek to tie in their laterals even if they are close enough to force them to tie in. We will have to decide where we are going with that line. Mr. Morgan asked if we should bring these people in and have a meeting because according to the township ordinance you can only build a sewer line within 50 feet of a stream. If our sewer line is 25 feet off a stream it does not affect anybody's property value only increases the property value if they have public sewage and it doesn't go into the stream. Mr. Manown asked do we have to abut the property or do we take the line to the property. Mr. Morgan asked if the property liens go across the stream. Mr. Dilmore responded no. Mr. Morgan asked what if we take it to the stream why don't we set it on their side. Mr. Dilmore said that is how it is designed right now. Mr. Morgan said if I am Johnny Quinto does my back property line cross the stream or does my property line stay on the Willowbrook Road side. Mr. Gilbert said the property across the stream belongs to the winery. We said we can either give them a free tap-in if we go through their back yard and run the pipe on their side or Vinosky said he will give us a tap-in and they will be required to get to our line and they would have to go across the creek. Mr. Morgan asked where is the property line. If the property line is on the Willowbrook side then we can stay on the Willowbrook side and still be on the Vinosky property. Mr. Coldren said we are currently on the Willowbrook side of the creek. Mr. Morgan said so it does cross the creek. Mr. Dilmore said on the map it does not show that. Mr. Dilmore said the first house is questionable but the rest of the houses there is plenty of room on the Willowbrook side that is Vinosky property. Mr. Morgan said that would make it easy for all the homeowners.

MOTION 5: *A motion was made by Mr. Gilbert to approve the Engineer's Report for July 2024, as presented. Seconded by Mr. Gouker.*

Vote:

Bonura – Yes 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 July 2024, is attached hereto and made part of these minutes.

Mr. Nicholas reported on the Gerda condemnation. Mr. Nicholas is working to coordinate a site visit with the appraiser in preparation of the Board of Viewers. Mr. Nicholas suggested Mr. Dilmore and Mr. Manown be present.

Mr. Nicholas provided suggested modifications to the manager and field superintendent for the rules and regulations.

Mr. Nicholas provided the Board with the Audit Letter sent to Mr. Turnley.

Mr. Nicholas remarked in the Willowbrook Road project. It is my understanding if the line would be on the other side of the creek, Vinosky would be agreeable to sign and easement. Mr. Manown said that was about 2 years ago. Mr. Dilmore said we will have to revisit this.

MOTION 6: *A motion was made by Mr. Gouker to approve the Solicitor's Report for July 2024, as presented. Seconded by Mr. Gilbert.*

Vote:

Bonura – Yes Gilbert - Yes Gouker –Yes Morgan – Yes Manown - Yes

Motion Carried

FIELD SUPERINTENDENT REPORT:

The written Field Superintendent's Report was presented by Vincent Campbell. A copy of the Monthly report for July 2024, is attached hereto and made a part of these minutes.

Mr. Campbell reported on the pump stations. Mr. Campbell reported the transducer was replaced at the Concord Pump Stations and a spare was ordered.

MOTION 7: *A motion as made by Mr. Bonura to approve the Field Superintendent's Report, as presented. Seconded by Mr. Gouker.*

Vote:

Bonura – Yes 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 June 2024, is attached hereto and made part of these minutes.

Mr. Dilmore reported to the Board on the bids of the general liability insurance. Current broker is CSC Insurance. We have received quotes from Grundy and Gallagher. CSC quote is being finalized.

Mr. Dilmore reported he is looking into a bypass line at the Concord pump station. He will have KLH review the sketch and quote a price to prepare a bid document.

Mr. Dilmore advised the Board that an advertisement was placed for a plant operator position in the Mon Valley Independent. We will be accepting resumes until August 2, 2024.

Mr. Dilmore advised the Board the process to hire a temporary accounting employee through employment agencies. Casey will be on temporary disability. The temp position will be

billable to the agency at \$30.00 per hour. We plan training in September and employment through February.

Mr. Dilmore reported there is a home at 138 Main Street, Pricedale has not tied into public sewage line since 2008. We gave them 18 years to tie in. They are paying the bill but they are not using the service. We did have a complaint this week that sewage is in the backyard. The Township has been notified and asked the Township is this your problem or our problem and the Township said it was our problem. I believe that it is the Township's problem because it is septic. Mr. Dilmore asked Solicitor can we force them to tie in. Mr. Nicholas said you can force them to tie in by taking them to the magistrate who will then fine them and pressure them to tie in. Mr. Dilmore said I will work with the Solicitor on this.

Mr. Dilmore asked for a motion to have KLH prepare specifications for a bid for the RTU Unit replacement at the plant. Mr. Dilmore mentioned he would like to keep the unit with Carrier because it is currently a Carrier unit because there will be less work.

MOTION 8: *A motion was made by Mr. Morgan to accept the KLH proposal not to exceed \$5,000.00 to prepare specifications and bid RTU Unit replacement at the Sewage Treatment Plant. Seconded by Mr. Bonura.*

Vote:

Bonura – Yes Gilbert – Yes Gouker –Yes Morgan – Yes Manown – Yes

Motion Carried

Mr. Dilmore asked for a motion to award the general liability insurance. We want to see if CSC can match Gallagher's quote. Right now, we are saving about \$12,000.00 from what we paid this past year. Mr. Morgan said we are going to decrease \$12,000? Mr. Dilmore responded yes, most of the savings is coming from the worker's comp because we have not had a worker's comp claim in 5 years. Mr. Gouker asked if we are insured by CSC. Mr. Dilmore responded yes. Mr. Manown asked if we are going to wait for CSC. Mr. Dilmore said I want to wait for their numbers, I think that is fair. Mr. Morgan made a motion to give it to lowest bidder we have right now. Mr. Manown asked you don't want to wait for CSC. Mr. Morgan asked where is it? Mr. Nicholas said you don't have to wait for it. Mr. Morgan said if you know you need a quote by the meeting, why did they not provide it. Mr. Dilmore said he did give time limits with Gallagher and Grundy. I did not with CSC because we are still working out issues with CSC on addresses and some other things. Mr. Morgan said but they are our insurance provider. Mr. Dilmore said that is what is questionable, why do they need the addresses now.

Mr. Morgan asked for Executive Session.

MOTION 9: *A motion was made by Mr. Morgan to enter into Executive Session. Seconded by Mr. Bonura. Board entered into Executive Session at 4:43 p.m.*

Vote:

Bonura – Yes Gilbert – Yes Gouker –Yes Morgan – Yes Manown – Yes

Motion Carried

Let the record who the Board reconvened at 5:08 p.m.

MOTION 10: *A motion was made by Mr. Gouker to award 2024-2025 general liability insurance to Galligher Insurance. Seconded by Mr. Bonura.*

Vote:

Bonura – Yes Gilbert – Yes Gouker –Yes Morgan – Yes Manown – Yes

Motion Carried

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

Vote:

Bonura – Yes Gilbert – Yes Gouker –Yes Morgan – Yes Manown – Yes

Motion Carried

OLD BUSINESS:

NEW BUSINESS:

Mr. Gilbert requested the meeting agenda, minutes and all reports be sent to the Board members one week prior to the meeting. Mr. Dilmore said we can do that.

Mr. Gilbert asked the Solicitor what are the monetary limits for bidding jobs. Solicitor provided the monetary limits.

ADJOURNMENT:

MOTION 12: *A motion was made by Mr. Gouker to adjourn the meeting of July 23, 2024 at 5:13 p.m. Seconded by Mr. Gilbert.*

Vote:

Bonura – Yes Gilbert - Yes Gouker –Yes Morgan – Yes Manown - Yes

Motion Carried

So Ordered Meeting Adjourned at 5:13 p.m.

Clyde Gouker, Jr., Secretary
Michael Bonura, Asst. Secretary/Treasurer

