

**ROSTRAVER TOWNSHIP SEWAGE AUTHORITY
MEETING MINUTES
REGULAR MEETING
DECEMBER 15, 2020**

The Regular Meeting 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 Twp., PA.

Members present at the Authority as follows:

Dennis Manown, Chairman
William Ruozzi, Vice Chairman
William Callaway, Secretary
Gary Dilmore, Assistant Secretary/Treasurer
Ann Scott, Manager
Dave Coldren, Engineer
Romel Nicholas, Solicitor
(Victor Kustra, Esq)

Members not in attendance as follows:

Rudy Godzak, Treasurer

SECRETARY'S REPORT:

***Motion 1** – A motion was made by Mr. Callaway to approve the minutes for the Meeting of November 24, 2020 as presented. Seconded by Mr. Ruozzi.*

Vote:

Callaway – Yes Dilmore– Yes Ruozzi – Yes Manown-Yes

Motion Carried

CITIZENS TO BE HEARD:

Let the Record show no citizens were present, nor submitted anything in writing.

CORRESPONDENCE:

CHAIRMAN'S REPORT:

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. Ruozzi to ratify the payments of bills in the amount of \$145,112.92 for December 2020 Seconded by Mr. Callaway.*

Vote:

Callaway – Yes Dilmore– Yes Ruozzi – Yes Manown-Yes

Motion Carried

Motion 3 - A motion was made by Mr. Dilmore to approve the Financial Report for the month ending November 2020. Seconded by Callaway.

Vote:

Callaway – Yes Dilmore– Yes Ruozzi – Yes Manown-Yes

Motion Carried

ENGINEER'S REPORT: KLH Engineers, Inc.

The written Engineer's Report was presented by Dave Coldren, PE. A copy of the Monthly Report is attached hereto and made part of these minutes.

Mr. Coldren noted he is continuing to gather information and pricing on various Filter Press Systems. The guys at the Plant went and looked at one type, they are making arrangements to look at another system.

Mr. Coldren noted, the Todd Farm CCTV inspection has been completed, KLH has reviewed the videos and prepared a list of recommended repairs. The total project cost includes open-cut, point repairs and manhole to manhole lining and manhole rehabilitation. He will be asking for authorization to advertise project.

Mr. Coldren is gathering information and will prepare an estimate for a future paving project, including the Administration Office Parking Lot and the area down at the Plant where the roll off dumpster is located for the sludge.

Mr. Coldren updated the Board on the proposed private sewer line extension project on Parkview. Mr. Kennedy has plans and specifications prepared; the line is approximately 500 lf plus installation of three (3) manholes. The plan has been reviewed and approved by the Engineer; the post card exemption has been approved by the DEP and all easements received. Mr. Kennedy has secured a contractor; work is near completion.

Motion 4 - A motion was made by Mr. Ruozzi to Authorize to Advertise the Plans and Specifications for the Todd Farm Project, as recommended by the engineer. Seconded by Mr. Callaway.

Vote:

Callaway – Yes Dilmore– Yes Ruozzi – Yes Manown-Yes

Motion Carried

Motion 5 - A motion was made by Mr. Ruozzi to approve the Engineer's Report as presented. Seconded by Mr. Callaway.

Vote:

Callaway – Yes Dilmore– Yes Ruozzi – Yes Manown-Yes

Motion Carried

SOLICITOR'S REPORT:

The written Solicitor's Report was presented by Victor Kustra, Esq. on behalf of Romel Nicholas. A copy of the Monthly report is attached hereto and made part of these minutes.

Attorney Kustra noted for the record, due to the Pandemic, the Time of Sale Resolutions have been put on hold. The Board will consider in the future.

Attorney Kustra noted his office has been working with the Manager on the matter at the Rehoboth Pump Station. He and Attorney Nicholas reviewed contracts, proposals and pictures of the wet well and the necessary repairs. He noted, the insurance company has submitted their recommendation for the total claim, and his office is recommending accepting.

Motion 6 - A motion was made by Mr. Callaway to approve the Solicitor's Report as presented by Gaitens, Tucceri & Nicholas, LLC. Seconded by Mr. Dilmore.

Vote:

Callaway – Yes Dilmore– Yes Ruozzi – Yes Manown-Yes

Motion Carried

MANAGER'S REPORT:

The written Manager's Report was presented by Ann Scott, Manager. A copy of the report is attached and made part of these minutes.

Ms. Scott presented the Proposed balanced 2021 Budget to the Board. She is requesting consideration to adopt.

Motion 7- *A motion was made by Mr. Ruozzi to adopt the 2021 Budget as presented. Seconded by Mr. Dilmore.*

Vote:

Callaway – Yes Dilmore– Yes Ruozzi – Yes Manown-Yes

Motion Carried

Motion 8- *A motion was made by Mr. Ruozzi to authorize to advertise the 2021 Meeting Schedule. Seconded by Mr. Dilmore.*

Vote:

Callaway – Yes Dilmore– Yes Ruozzi – Yes Manown-Yes

Motion Carried

Motion 9- *A motion was made by Mr. Ruozzi to Accept the Property Damage Claim as submitted by Travelers Insurance for the Rehoboth Wet Well Claim. Seconded by Mr.. Dilmore.*

Vote:

Callaway – Yes Dilmore– Yes Ruozzi – Yes Manown-Yes

Motion Carried

Motion 10- *A motion was made by Mr. Callaway to approve the Manager's Report as presented. Seconded by Mr. Ruozzi.*

Vote:

Callaway – Yes Dilmore– Yes Ruozzi – Yes Manown-Yes

Motion Carried

OLD BUSINESS:

NEW BUSINESS:

ADJOURNMENT:

Motion 11 - A motion was made by Mr. Callaway to adjourn the meeting of December 15 at 4:12 pm. Seconded by Mr. Ruozzi

Vote:

Callaway – Yes Dilmore – Yes Ruozzi - Yes Manown - Yes

Motion Carried

So Ordered Meeting Adjourned at 4:12 p.m.

William Callaway, Secretary
Gary Dilmore, Assistant Secretary/Treasurer