

**ROSTRAVER TOWNSHIP SEWAGE AUTHORITY
MEETING MINUTES
REGULAR MEETING
MARCH 23,2021**

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 Township, PA 15012.

Members present at the Authority as follows:

Dennis Manown, Chairman
William Callaway, Secretary
Rudy Godzak, Treasurer
Gary Dilmore, Assistant Secretary/Treasurer
Ann Scott, Manager
Dave Coldren, Engineer
Romel Nicholas, Solicitor

Members not in attendance as follows:

William Ruozzi, Vice Chairman

SECRETARY'S REPORT:

***Motion 1** – A motion was made by Mr. Callaway to approve the minutes for the Regular Meeting of February 23,, 2021 as presented. Seconded by Mr. Dilmore.*

Vote:

Godzak – Yes Callaway – Yes Dilmore– 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 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. Dilmore to ratify the payments of bills in the amount of \$199,693.03 for March 2021 Seconded by Mr. Callaway.*

Vote:

Godzak – Yes Callaway – Yes Dilmore– Yes Manown-Yes

Motion Carried

Motion 3 - A motion was made by Mr. Dilmore to approve the Financial Report for the month ending February 2021. Seconded by Callaway.

Vote:

Godzak – Yes Callaway – Yes Dilmore– 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, the Authority is in receipt of the Draft NPDES Permit received by the Department of Environmental Protection. The Authority under the permit regulations, posted the draft permit at the Authority Offices and at the Plant for a period of thirty (30) days. He noted it was also published in the PA Bulletin February 27, 2021 by the DEP. KLH has reviewed and provided the Plant personnel with a summary of the revisions, which are minor. The Effective date of the Permit is May 1, 2021 and will be valid for a period of five (5) years. If no comments are received within the 30 day period, the permit will be approved by the DEP.

Mr. Coldren noted, the Todd Farm CCTV inspection has been completed and KLH has reviewed the videos and plans and specification. The estimated project cost includes open-cut, point repairs, manhole to manhole lining and manhole rehabilitation. Bids were awarded at the February Meeting for Contract 2020-02A to Standard Pipe Services. Notice to proceed was issued on March 11, 2021. The contractor completed pre-lining CCTV inspection. They are scheduled to begin the lining work on March 31, with approximately three (3) weeks to complete. The second contract, Manhole Rehabilitation will begin mid-April.

Mr. Coldren noted the annual Chapter 94 has been completed by KLH Engineers, due to the DEP by March 31, 2021. He is requesting approval of the report by the Board.

Mr. Coldren previously provided the Board with information regarding two different types of Filter Press Systems for consideration at the Plant, along with estimated costs for installation and general maintenance. After discussion, the Board requested the Engineer to begin preparing plans and specifications for the Belt Filter Press System, an upgrade of the current system. Mr. Coldren noted this system will fit in the current location. The alternate, Centrifuge system, the cost of the equipment and installation is significantly higher, along with overall general maintenance. The additional costs could not be justified for the difference in the equipment. Preparation of the Plans and Specs is work in progress, at the April Meeting, Mr. Coldren will request advertisement.

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 noted Marian Woodland Phase 3 installation of the main sewers is completed. Cedar Creek Estates, work continues.

Mr. Coldren noted the Final Design for the PENNDOT 51/70 project has been completed. The easements agreements have been prepared and sent to the property owners by the Authority. He is working with PENNDOT on the reimbursement Agreement between PENNDOT and the Authority for expenditures. He should have the Resolution for the April Meeting for the Board to consider.

Motion 4 - A motion was made by Mr. Callaway to approve the annual Chapter 94 Report submitted by KLH Engineers as presented. Seconded by Mr. Dilmore.

Vote:

Godzak – Yes Callaway – Yes Dilmore– Yes Manown-Yes

Motion 5 - A motion was made by Mr. Callaway to approve the Engineer's Report for March 2021 as presented. Seconded by Mr. Dilmore.

Vote:

Godzak – Yes Callaway – Yes Dilmore– 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 is attached hereto and made part of these minutes.

Attorney Nicholas noted, the Authority is ready to proceed with the Time of Sale requirements, which includes smoke/dye testing and televising laterals for any residential or commercial property sold in the service area, effective July 1, 2021. He noted a meeting has been scheduled for April 13, 2021 at 11:00 am with Real Estate Agents, Attorneys and Closing Companies to review and discuss these procedures.

Attorney Nicholas noted his office worked with the Engineer and Manager on preparing the easements required for the PENNDOT 51/70 Project.

Motion 6 - A motion was made by Mr. Callaway to approve the Solicitor's Report for March 2021 as presented. Seconded by Mr. Dilmore.

Vote:

Godzak – Yes Callaway – Yes Dilmore– 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 noted, as we prepare for Time of Sale testing, she is requesting consideration from the Board for the purchase of a second push camera. This camera has interchangeable camera heads, it will be utilized when no clean out is present on the property. The camera would enter through the trap into the lateral. Another reason to consider the purchase, is if the larger camera the Authority owns breaks down, we won't have to rent or borrow a camera, the Authority could maintain the schedule of testing.

Motion 7- A motion was made by Mr. Dilmore to purchase a second push camera through A&H Equipment for a price of \$8,205, as recommended by the Manager. Seconded by Mr. Callaway.

Vote:

Godzak – Yes Callaway – Yes Dilmore– Yes Manown-Yes

Motion Carried

Motion 8- A motion was made by Mr. Callaway to approve the Manager's Report as presented for March 2021. Seconded by Mr. Dilmore.

Vote:

Godzak – Yes Callaway – Yes Dilmore– Yes Manown-Yes

Motion Carried

OLD BUSINESS:

The Board had authorized previously the completion of a survey done at the Rehoboth Pump Station. The survey was completed by CZ Surveying and presented to the Board. The Manager noted, in order to utilize Quarry Lane, a private roadway, for ingress and egress to the pump station, a permanent easement would need to be obtained from the property owner. The Solicitor would prepare the easement and a letter would be sent to the owner along with the Agreement. The Board agreed, obtaining such an easement would be beneficial to the Authority. The Manager would provide the Solicitors office with all pertinent information.

NEW BUSINESS:

ADJOURNMENT:

***Motion 9** - A motion was made by Mr. Godzak to adjourn the meeting of February 23, 2021 at 4:30 pm. Seconded by Mr. Callaway.*

Vote:

Godzak – Yes Callaway – Yes Dilmore – Yes Manown - Yes

Motion Carried

So Ordered Meeting Adjourned at 4:30 p.m.

William Callaway, Secretary
Gary Dilmore, Assistant Secretary/Treasurer