

ROSTRAVER TOWNSHIP SEWAGE AUTHORITY
MEETING MINUTES
REGULAR MEETING
JULY 27, 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

Gary Dilmore, Assistant Secretary/Treasurer

Ann Scott, Manager

Dave Coldren, Engineer

Romel Nicholas, Solicitor

Members absent at the Meeting as follows;

William Ruoizzi

Chairman Manown acknowledged the death of Board Member Rudy J. Godzak, on July 8, 2021.

Motion 1 – A motion was made by Mr. Callaway to adopt the Resolution of Proclamation recognizing the Contributions and Community Service of Rudy J. Godzak, Treasurer, Rostraver Township Sewage Authority Board, Seconded by Mr. Dilmore.

Vote:

Callaway – Yes Dilmore – Yes Manown-Yes

Motion Carried

Chairman Manown read the Proclamation aloud.

SECRETARY'S REPORT:

Motion 2 – A motion was made by Mr. Callaway to approve the minutes for the Regular Meeting of June 22, 2021 as presented. Seconded by Mr. Dilmore.

Vote:

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 3 – A motion was made by Mr. Dilmore to ratify the payments of bills in the amount of \$196,142.06 for July 2021. Seconded by Mr. Callaway.

Vote:

Callaway – Yes Dilmore – Yes Manown-Yes

Motion Carried

Motion 4 - A motion was made by Mr. Callaway to approve the Financial Reports for the month ending June 2021. Seconded by Dilmore.

Vote:

Callaway – Yes Dilmore – Yes Manown-Yes

Motion Carried

ENGINEER'S REPORT: KLH Engineers, Inc.

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

Mr. Coldren noted, the Todd Farm Rehabilitation Project Contract 2020-2A work has been completed the sewer rehabilitation portion of the project. This includes; open cut, lining, lateral grouting and spot repairs. He also noted, Contract 2020-2B Manhole Rehabilitation was completed on July 22, 2021. No payment requests received. He noted, prior to work being completed, the Authority placed flow monitors in the project area. Now that the work is complete, he is recommending flow monitors be placed in the system September & October for comparison of flow.

Mr. Coldren noted the Manager and himself had a conference call with the Developer of the Willowbrook Golf Course. He noted, the Township has approved the preliminary subdivision of the project. The discussion with the Developer was in reference to extending the main sanitary sewer line through a private property to the project area eliminating the need for the Pump Station. The Developer was very receptive to the idea, noting the design of the extended sewer line along with the construction would be the responsibility of the Authority. Mr. Coldren is requesting consideration of the Board to begin working on design and specifications.

Chairman Manown inquired if Mr. Coldren has spoken with PENNDOT in reference to the proposed License Agreement (No. 083859) between RTSA and Wheeling & Lake Erie Railroad for the PENNDOT 51/70 Project.

Mr. Coldren noted, after discussion and the concerns of the Authority discussed, PENNDOT negotiated with the Railroad, PENNDOT will pay the Administrative Fee for the contract the first year and the railroad will waive all future costs for the easement. No annual fees paid by the Authority. A new Agreement will be prepared and submitted to the Authority for consideration. Chairman Manown thanked the Engineer and stated that was good news.

Motion 5 - A motion was made by Mr. Dilmore to authorize flow monitoring to be completed in Todd Farm area for September and October 2021 to compare pre and post construction as recommended by the Engineer. Seconded by Callaway.

Vote:

Callaway – Yes Dilmore – Yes Manown-Yes

Motion Carried

Motion 6 - A motion was made by Mr. Dilmore to authorize the Engineer to begin preparing plans and specification for the sanitary sewer line extension project in reference to the Willowbrook Development as recommended by the Engineer. Seconded by Callaway.

Vote:

Callaway – Yes Dilmore – Yes Manown-Yes

Motion Carried

Motion 7 - A motion was made by Mr. Callaway to approve the Engineers' Report as presented for July 2021. Seconded by Mr. Dilmore.

Vote:

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 last month the Board approved a Resolution regarding the easements required for certain properties for the PENNDOT Route 51/70 project. The Resolution will allow the Authority to begin taking all necessary steps to begin the
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condemnation process. Attorney Nicholas requested that the Board consider authorizing the Solicitor to begin with the condemnation process for the properties required for the proposed PENNDOT project.

Attorney Nicholas provided the Board with brief overview of Senate Bill 554 amending the PA Sunshine Act. In summary, the bill calls for the Agenda for any Public Meeting to be posted on the website of the government entity, 24 hours prior to the meeting with all motions noted. Any new motion that was not included on the posted Agenda, the Board must take formal action to allow any such new motion to be considered. A revised Agenda must be posted on the website within 24 hours following the public meeting. Any Emergency Motion, does not require any such steps or action of the Board.

Motion 8 - A motion was made by Mr. Callaway to authorize the Solicitor to proceed with the condemnation process of all necessary Rights of Way and easements required to complete the PENNDOT 51/70 project, as recommended by the Solicitor. Seconded by Mr. Dilmore.

Vote:

Callaway – Yes Dilmore– Yes Manown-Yes

Motion Carried

Motion 9 - A motion was made by Mr. Callaway to approve the Solicitor's Report for July 2021 as presented. Seconded by Mr. Dilmore.

Vote:

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, the 2020 Audit has been completed, the Board was provided a copy. The Board will need to consider accepting Audit as submitted and advertise the summary.

Motion 10- A motion was made by Mr. Dilmore to accept the 2020 Audit as presented by Mark C. Turnley, CPA. Seconded by Mr. Dilmore .

Vote:

Callaway – Yes Dilmore – Yes Manown-Yes

Motion Carried

Motion 11 - A motion was made by Mr. Dilmore advertise the 2020 Audit Summary as presented by Mark C. Turnley, CPA. Seconded by Mr. Callaway.

Vote:

Callaway – Yes Dilmore – Yes Manown-Yes

Motion Carried

Motion 12 - A motion was made by Mr. Callaway to approve the Manager's Report as presented for July 2021. Seconded by Mr. Callaway.

Vote:

Callaway – Yes Dilmore – Yes Manown-Yes

Motion Carried

OLD BUSINESS:

Board discussed the status of the easement agreement on the private roadway (Quarry Lane). near the Rehoboth Pump Station. Mr. Manown stated the Authority met with the property owner and their Attorney to discuss the Agreement. He requested time to review and provide revisions, and will submit to the Authority upon completion. Ms. Scott noted, as of the meeting, no revisions have been submitted for consideration.

NEW BUSINESS:

Chairman Manown stated, effective August 1, 2021, Rostraver Shop N Save will no longer be collecting sewage payments on behalf of the Authority. A drop box has been installed at the Office for the convenience of the residents.

ADJOURNMENT:

Motion 13 - A motion was made by Mr. Callaway to adjourn the meeting of July 27, 2021 at 4:15 pm. Seconded by Mr. Dilmore.

Vote:

Callaway – Yes Ruozzi-Yes Manown - Yes

Motion Carried

So Ordered Meeting Adjourned at 4:15 p.m.



William Callaway, Secretary

Gary Dilmore, Assistant Secretary/Treasurer