

**South Strabane Township Sanitary Authority
March 20, 2019 Meeting Minutes**

The South Strabane Township Sanitary Authority Board met for the regular monthly meeting Wednesday, March 20, 2019 at 5 PM in the Mae C. Reynolds Meeting Room at the Township building, 550 Washington Road, Washington, Pennsylvania, 15301.

The meeting was called to order at 5:00 PM by Chairman Ron Carrola.

Present: Chair Ron Carrola, Vice Chair Edward Mazur, Secretary/Treasurer Cynthia A. Rossi, Donna Fox, Eric Tissue, KLH Engineers, Inc. and Solicitor Josh Carroll

Approval of the February 20, 2019 Minutes: Motion by Mr. Mazur for approval of the December 19, 2018 minutes with one date change. Second by Ms. Fox. Motion carried by unanimous voice vote.

Visitors: There were no visitors.

Visitor Recognized: There were no visitors.

Public Comments: There were no public comments.

Treasurer's Report: Motion by Mr. Carrola to accept the Treasurer's Report subject to audit. Second by Mr. Mazur. The Treasurer reported that no consultation with the accountant was necessary during the month. Motion carried by unanimous voice vote. Motion by Mr. Carrola to pay the bills as presented. Second by Mr. Mazur. The first bills will be submitted to the State for reimbursement for grant services and will be prepared by Mr. Tissue. There was discussion regarding survey activities. Motion carried by unanimous voice vote.

Secretary's Report: Mr. Mazur will pick up the Authority's mail at the Township twice weekly.

Solicitor's Report: Mr. Carroll reported in 2011 a resolution was passed to transfer the Lakeview Pump Station to WEWJA. He presented the prepared deed for Board review. The deed was signed by Chairman Carrola and will be given to WEWJA to sign. WEWJA's solicitor said no new agreement with WEWJA is needed to transfer the East Beau Street (2011) properties to WEWJA for billing. Mr. Carroll commented on the lease agreement with the Township and requested three small changes to dates/length of term be made.

Engineer's Report: Mr. Tissue brought plans for the Small Sewer and Grant Project. The new line will stay in the right of way as much as possible. Plans encompass boring under tracks and avoiding going under Chartiers Creek where possible. He anticipates plans will be completed and submitted to the DEP by the April board meeting. He will bring a Google Earth map with overlays to the April meeting along with plans and profiles.

Unfinished Business: Transfer of the 2011 East Beau Street property billing to WEWJA is in process.

New Business: Mr. Carrola said he believes it is not necessary for the Authority to have a phone and believes email should be used. Based on a presentation he attended at the recent PA Municipal Authorities board training, he suggested all records should be deleted as soon as received and he does not want emails on his phone. He suggested using a G Mail account. Ms. Fox agreed. Ms. Rossi said we have a Yahoo account, not a G Mail account. Mr. Carrola will look into setting up a universal account. Mr. Carrola reported the PA Attorney General is putting together a task force to review the workings of Authorities; he provided board members with copies of the PA Ethics Law; and will make copies of a slide presentation from the training for board members. Active shooter situations also were discussed at the training. Ms. Rossi said she feels strongly that the residents deserve personal contact and many residents do not use email or even have computers. The board will consider the issue at a future date.

Adjournment: Motion to adjourn by Ms. Fox. Second by Mr. Carrola. Motion passed by unanimous voice vote. Meeting adjourned at 5:47 PM.

Next Meeting: Wednesday, April 17, 2019 at 5 PM.