

## **South Strabane Township Sanitary Authority April 17, 2019 Meeting Minutes**

The South Strabane Township Sanitary Authority Board met for the regular monthly meeting Wednesday, April 17, 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 March 20, 2019 Minutes:** Motion by Ms. Fox for approval of the March 20 minutes. Second by Mr. Carrola. 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. Mazur to accept the Treasurer's Report subject to audit. Second by Mr. Carrola. Motion carried by unanimous voice vote. Motion by Mr. Carrola to pay the bills as presented. Second by Ms. Fox. Motion carried by unanimous voice vote.

**Secretary's Report:** In addition to the information provided in the report, correspondence was received from Range Resources explaining royalty payments. KLH prepared and submitted the first request for reimbursement for the Small Sewer and Water Grant. KLH prepared and submitted to the Washington County Conservation District the Completion Report for the Racetrack Road project. A service for mailing bills to utility customers was received. The company does not provide the level of service provided by WEWJA. WEWJA has no records of debt satisfaction. Evidence has been discovered that property owners who had not connected to the system paid the full assessed amount for the line extension in 2011 and the tap-in fee in 2012. Banking records are being examined for confirmation. WEWJA requested the Township no longer accept monthly payments for debt service billed by WEWJA. WEWJA includes a return envelope with bills. The Secretary will provide a form letter for Township use when residents bring payments to the Township stating the Township will no longer accept payments because payments must be remitted to WEWJA.

**Solicitor's Report:** Mr. Carroll prepared a draft letter to be sent to those in the 2011 East Beau Street project informing them commencing in May WEWJA will issue monthly billing. Mr. Carroll and Ms. Rossi will meet Friday to finalize the information.

**Engineer's Report:** Mr. Tissue anticipates filing for permits for the Small Sewer and Water Grant project before the next meeting. He presented Google Earth maps of the project area. He

updated the board regarding submitting forms for grant reimbursement. There was discussion regarding rights-of-ways and timing for the bidding process.

**Unfinished Business:** Billing for the 2011 East Beau Street project properties by WEWJA will commence in May. The lease for the Authority's office was updated by the Township. Motion to execute the lease by Ms. Fox. Second by Mr. Mazur. Motion carried by unanimous voice vote.

**New Business:** Ms. Rossi will meet with Palermo Kissinger about the new billing proposal. She will emphasize she cannot make any decisions without board approval.

**Adjournment:** Motion to adjourn by Mr. Mazur. Second by Ms. Fox. Motion passed by unanimous voice vote. Meeting adjourned at 5:46 PM.

**Next Meeting:** Wednesday, May 15, 2019 at 5 PM.

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Cynthia A. Rossi  
Secretary

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Date