

**South Strabane Township Sanitary Authority**  
**Meeting Minutes**  
**Wednesday, July 22, 2020 5PM**

The South Strabane Township Sanitary Authority Board met for the regular monthly meeting Wednesday, July 22, 2020 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 5:04 PM by Chairman Ron Carrola.

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

**Approval of the June 24, 2020 Minutes:** Motion by Mr. Mazur for approval of the June 24, 2020 Minutes. Second by Ms. Fox. Motion carried by unanimous voice vote.

**Visitors:** There were no visitors.

**Public Comments:** There were no public comments.

**Treasurer's Report:** The financial report for June 2020 was presented. Motion by Mr. Mazur to accept the reports as submitted and file for audit. Second by Mr. Carrola. Motion passed by unanimous voice vote. Motion by Mr. Carrola to pay the bills as presented. Second by Ms. Fox. Motion carried by unanimous voice vote. Ms. Rossi provided an update on the progress of the 2019 audit. Following a recommendation by Ms. Rossi, a motion to transfer \$25,000 from the general checking account to the CD at Slovenian Savings and Loan was made by Ms. Fox. Second by Mr. Mazur. Motion carried by unanimous voice vote.

**Secretary's Report:** The Secretary reported working with the Solicitor to determine that no refund was due to owners of a Floral Hill property who satisfied their repayment agreement. She reported working with WEWJA and Solicitor Carroll to determine the connection status of three East Beau Street properties. She worked with the Auditor and the accounting firm to define tasks and initiate work on the 2019 audit. As of 7/19/20, monies have been received for 22 tap-ins.

**Solicitor's Report:** Mr. Carroll presented a resolution for adopting costs and fees for right to know and document requests. Motion to accept the resolution as presented by Ms. Rossi. Motioned seconded by Mr. Mazur. Mr. Carroll reported clarifying the monthly payment amount for an East Beau Street property and the attendant updated amortization schedule, both of which he sent to the property owner. He discussed the status of documentation of the transfer of the Windsor Highlands pump station to WEWJA.

**Engineer's Report:** Mr. Tissue reported the Conservation District for a wetlands study related to the Force Main Replacement Project. Permission from the railroad has been received. There is an \$800 annual fee for the pipe's placement under the railroad property. Solicitor Carroll will contact the railroad regarding a one-time payment. The plans and specifications are completed.

Mr. Tissue will discuss easements required with Mr. Carroll. The GIS map continues as a work in progress.

**Unfinished Business:** Ms. Rossi reported that notice was just received from PIMRA that all meetings and conferences for the remainder of the year have been canceled due to Corona Virus 19.

**New Business:** There was no new business.

**Adjournment:** Motion to adjourn by Mr. Mazur. Second by Mr. Carrola. Motion passed by unanimous voice vote. Meeting adjourned at 5:32 PM.

**Next Meeting: Wednesday, August 26, 2020 at 5 PM.**