

**South Strabane Township Sanitary Authority
Meeting Minutes
Wednesday, September 23, 2020 5PM**

The South Strabane Township Sanitary Authority Board met for the regular monthly meeting Wednesday, September 23, 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 5:01 PM by Chairman Ron Carrola.

Present: Chair Ron Carrola, Vice-Chair Ed Mazur who entered the meeting at 5:13 PM, Secretary/Treasurer Cynthia A. Rossi, Donna Fox, Solicitor Josh Carroll and Eric Tissue and Kevin Creagh of KLH Engineers, Inc.

Approval of the August 26, 2020 Minutes: Motion by Ms. Fox for approval of the July 22, 2020 Minutes. Second by Mr. Carrola. Motion carried by unanimous voice vote.

Visitors: Ms. Kathy Houston, CPA of Houston and Associates

Public Comments: There were no public comments.

Presentation of Audit by Ms. Houston: Ms. Houston found no issues during the performance of the 2019 Audit. Motion by Ms. Rossi to accept the 2019 Audit as presented. Second by Mr. Carrola. Motion passed by unanimous voice vote.

Treasurer's Report: The financial report for August 2020 was presented. Motion by Mr. Mazur to accept the report as submitted and file for audit. Second by Ms. Fox. Motion passed by unanimous voice vote. Ms. Rossi presented KLH bills that arrived October 22 because they were mislaid and mixed with the Township's bills. Motion by Ms. Rossi to add the KLH bills to the list of bills to be paid. Second by Mr. Mazur. 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. Ms. Rossi reported on research for the current CD rates. Motion by Mr. Mazur that the CD remain at Slovenian unless a better rate is found. Second by Mr. Carrola. Motion carried by unanimous voice vote.

Secretary's Report: The Secretary reported there have been no new tap-ins since August and Mr. Barnes indicated an overall slow-down in construction. To date there have been 23 of the estimated 32 tap-ins for 2020.

Solicitor's Report: Mr. Carroll reported he has not been contacted by the East Beau Street resident concerned about the repayment schedule. He discussed the status of documentation of the transfer of the Windsor Highlands pump station to WEWJA. He reported on communication with the railroad regarding a one time payment.

Engineer's Report: Mr. Tissue introduced his replacement, Mr. Kevin Creagh. Mr. Creagh outlined his professional record to the board. Mr. Tissue reported the wetlands delineation has

been completed and submitted to the Conservation District for the Force Main Replacement Project. There are six properties requiring temporary construction easements for the project. The information will be provided to Mr. Carroll to enable his preparation of the legal documents. There was discussion of the bidding time line. The GIS map continues as a work in progress.

Unfinished Business: There was no unfinished business.

New Business: The state association canceled all in-person workshops for the remainder of 2020 and replaced them with virtual workshops. The schedule was provided to the board. Mr. Carrola requested documentation of the history of the Authority including projects completed and an time line. He requested the solicitor, the engineer and Mr. Mazur work to develop the document. Ms. Rossi will contact the WEWJA to obtain copies of materials presented by Mr. Murphy three years ago.

Adjournment: Motion to adjourn by Mr. Mazur. Second by Ms. Fox. Motion passed by unanimous voice vote. Meeting adjourned at 5:43 PM.

Next Meeting: Wednesday, October 28, 2020 at 5 PM.