

**South Strabane Township Sanitary Authority
Meeting Minutes
Wednesday, October 28, 2020 5PM**

The South Strabane Township Sanitary Authority Board met for the regular monthly meeting Wednesday, October 28, 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 September 23, 2020 Minutes: Motion by Mr. Mazur for approval of the September 23, 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 September 2020 was presented. Motion by Mr. Carrola to accept the report as submitted and file for audit. Second by Ms. Fox. Motion passed by unanimous voice vote. Motion by Ms. Rossi to pay the bills as presented. Second by Mr. Mazur. Motion carried by unanimous voice vote. Ms. Rossi reported the CD renewal rate. Motion by Mr. Mazur to remove Strabane Manor and Bradford Run as active projects in progress, as per the Auditor's recommendation. Second by Ms. Fox. Motion carried by unanimous voice vote.

Secretary's Report: The Secretary reported about CD rate research. She presented a draft documentation of the Authority's Operating Procedures. The PIRMA renewal application was completed and a 5% rate reduction due to COVID 19 will be given to all members effective on the date of the 2021-2022 renewal. The document highlighting the Authority's history, provided by WEWJA was presented. To date there have been 23 of the estimated 32 tap-ins for 2020.

Solicitor's Report: Mr. Carroll provided an update regarding the status of documentation of the transfer of the Windsor Highlands pump station to WEWJA as per the Tripartite agreement. He discussed communication with the railroad regarding a one-time payment.

Engineer's Report: Mr. Creagh reported the wetland delineation has been submitted to the Conservation District for the Force Main Replacement Project. When the permit and six easements are received, an advertisement for bids can be placed. There was discussion of the bidding time line. Ms. Rossi requested that the engineer prepare and submit a request for reimbursement for 2020 grant expenditures to date. The GIS map continues as a work in progress.

Unfinished Business: The documentation of the Authority's history was discussed during the Secretary's Report.

New Business: Mr. Tissue thanked the Board for the opportunity to work with the Authority over a number of years.

Adjournment: Motion to adjourn by Ms. Fox. Second by Mr. Carrola. Motion passed by unanimous voice vote. Meeting adjourned at 5:22 PM.

Next Meeting: Wednesday, November 25 at 5 PM.