

**South Strabane Township Sanitary Authority  
June 19, 2019 Meeting Minutes**

The South Strabane Township Sanitary Authority Board met for the regular monthly meeting Wednesday, June 19, 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 May 15, 2019 Minutes:** Motion by Mr. Mazur for approval of the May 15, 2019 Minutes. Second by Ms. Fox. Motion carried by unanimous voice vote.

**Visitors:** There were no visitors.

**Visitors Recognized:** There were no visitors.

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

**Treasurer's Report:** Financial reports for April and May prepared by the new accounting firm were presented in a new format for review. Motion by Ms. Fox to accept both reports as submitted and file for audit. Second by Mr. Mazur. Motion passed by unanimous voice vote. Motion by Mr. Mazur to pay the bills presented. Second by Ms. Fox. Motion carried by unanimous voice vote. Ms. Rossi presented a review of work to date by the new firm and provided copies of the letter of engagement to all. She requested input to provide to the accountant in upcoming work review. Mr. Tissue will follow up regarding reimbursement for the grant.

**Secretary's Report:** Ms. Rossi reported resident concerns about their outstanding debt service and work determining payoff amounts. The board was provided with the amount of the outstanding PennVest loan as \$49,984.23 as of 7/1/19. She is working with WEWJA's business manager to revise the monthly report in a manner recommended by the accountants.

**Solicitor's Report:** Mr. Carroll prepared and mailed the amortization schedule to Mrs. Cohen and will provide copies to the Authority and WEWJA for files.

**Engineer's Report:** Mr. Tissue reported on discussions with WEWJA regarding upgrading the final 700 to 800 feet of the force main line. The recommendation is to not undertake the project at this time because of repairs that have been made to the pump station and the replacement of 4000 feet of the line that will occur as a result of the project that is underway. He will ask WEWJA about submitting a joint grant application during the next Small Sewer and Water Grant application period. Permit applications have been submitted to keep the current project moving ahead. Mr. Tissue is preparing cross sections and other information needed for the railroad crossing permit. Mr. Tissue will check the permit guidelines for reimbursement of the \$1700

permit review fee charged by the railroad. Ms. Rossi will begin exploration of other grant opportunities.

**Unfinished Business:** Board members were provided with a 2014 report related to Authority finances and obligations and were asked to review the document prior to discussion at the July board meeting. Ms. Rossi presented documentation regarding outstanding debt service for properties in the 2011 East Beau Street Project. The monthly debt service payment for each property was to have increased by \$5.36 10 years ago, as per rate changes with the PennVest loan. Because the billing rate increase was not made, there is a yearly loss of \$64.32 per property or \$643.20 per property for the 10 year period. The Authority faces \$14,150 of uncollected debt if this is not addressed and remedied. Two possible remedies were presented for board consideration. Discussion ensued and the board will consider options for resolution given that the property owners will end up paying the full amount they agreed to pay and no more than that amount. The accountant will be asked to review this.

**New Business:** Information about the September annual convention for the PA Association of Authorities was provided.

**Adjournment:** Motion to adjourn by Mr. Mazur. Second by Ms. Rossi. Motion passed by unanimous voice vote. Meeting adjourned at 5:51 PM.

**Next Meeting: Wednesday, August 21, 2019 at 5 PM.**