

**South Strabane Township Sanitary Authority  
Meeting Minutes  
Wednesday, February 24, 2021 5PM**

The South Strabane Township Sanitary Authority Board met for the regular monthly meeting Wednesday, February 24, 2021 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 Edward Mazur, Secretary/Treasurer Cynthia A. Rossi, Donna Fox, Solicitor Josh Carroll and Kevin Creagh of KLH Engineers, Inc.

**Approval of the January 27, 2021 Minutes:** Motion by Ms. Fox for approval of the January 27, 2021 Minutes. Second by Mr. Carrola. 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 January 2021 was presented. Motion by Mr. Carrola to accept the report as submitted and file for audit. Second by Mr. Mazur. Motion passed by unanimous voice vote. Ms. Fox made the motion to pay the bills as presented. Second by Ms. Rossi. Motion passed by unanimous voice vote.

**Secretary's Report:** The Secretary reported the she will deliver initial audit information to the auditor in April. Two lien satisfaction payments have been received this year and await filing by the Solicitor. She reported working with the engineering firm to further develop the map of the SSTSA sewer system. Legal ads were placed for 2021 Authority meetings and for the Force Main Grant Project bids. She relayed a request from of the Redevelopment Authority of Washington County to extend the Race Track Road Agreement expiring April 21, 2021. Motion by Mr. Mazur to extend the repayment period for the Race Track Road project to the Redevelopment Authority of Washington County for one year from the expiration date of April 21, 2021. Second by Ms. Rossi. Motion passed unanimously by individual board member vote: Mr. Mazur, Yes; Ms. Fox, Yes; Mr. Carrola, Yes; Ms. Rossi, Yes.

**Solicitor's Report:** Mr. Carroll reported he has not received an update regarding the status of documentation of the transfer of the Windsor Highlands pump station to WEWJA as per the Tripartite agreement and will contact their solicitor again. The railroad offered a one-time right of way payment for the Force Main Project of \$14,400, in lieu of \$800 annual payments for 30 years. Motion by Ms. Rossi to enter into the proposed agreement with the railroad for a one-time payment of \$14,400. Second by Mr. Mazur. Motion passed by unanimous voice vote. Mr. Carroll will contact the railroad regarding the acceptance of the offer and will ask for the agreement and an invoice. He reported on progress obtaining right of ways for the Force Main project. The Trolley Museum wishes to have the Authority file an abandonment to extinguish an old force main right of way on their property. He has attempted to contact the property owner of the

trucking company and will continue to do so. He plans to have the right of way agreements executed and filed by the end of March. He will complete the renewal with the state for the Authority's fictitious name. He will file lien satisfactions for two pay-offs.

**Engineer's Report:** Mr. Creagh presented four versions of the map of the Authority's sewer system for board review. He discussed the bid opening held that day at 3PM prior to the Authority's 5PM board meeting. There were 22 bids received ranging from \$498,000 to \$1,600,000. Mr. Creagh said he added the alternate of using 16" pipe instead of the 14" pipe in the grant proposal. Discussion followed regarding the gap in financing and the addition of the alternate pipe diameter. There was discussion of the intent of the project and the history. Mr. Creagh will prepare a document showing all bids ranked from low to high and a document showing engineering fees to date. Mr. Mazur requested the Solicitor research Agreements with WEWJA. There was discussion of a meeting with WEWJA.

**Unfinished Business:** A draft historical overview document was presented by Ms. Rossi for board review. The operating procedures document remains a work in process.

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

**Adjournment:** Motion to adjourn by Mr. Mazur. Second by Ms. Fox. Motion passed by unanimous voice vote. Meeting adjourned at 6:18 PM.

**Next Meeting: Wednesday, March 24 at 5 PM.**