

## **South Strabane Township Sanitary Authority**

### **Meeting Minutes**

**Wednesday, October 27, 2021 5:00 PM**

The South Strabane Township Sanitary Authority Board met for a regular monthly Meeting Wednesday, October 27, 2021 at 5:00 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 5:03 PM by Chairman Ron Carrola.

**Present:** Chair Ron Carrola, Vice Chair Edward Mazur, Secretary/Treasurer Cynthia A. Rossi, Solicitor Josh Carroll and Kevin Creagh of KLH Engineers, Inc. Board Member Donna Fox was absent.

**Approval of the September 25, 2021 Meeting Minutes:** Motion by Mr. Mazur to approve the Minutes. Second by Mr. Carrola. Motion carried by unanimous voice vote.

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

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

**Treasurer's Report:** The financial report for September 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. Motion to pay bills as presented by Mr. Carrola. Second by Ms. Rossi. Motion passed by unanimous voice vote.

**Secretary's Report:** The Secretary reported the status of the TacTec Pump Station Upgrade. She updated Sandra Orth and Jennifer Waggett at Cypher and Cypher to regarding the Small Sewer and Water Grant. She reported the renewal of the CD at Slovenian Savings and Loan. Research is underway to determine the payoff for the lien on a Woodside Drive property. Mr. Mazur made a motion to accept the Secretary's Report as submitted. Second by Mr. Carrola. Motion passed by unanimous voice vote.

**Solicitor's Report:** Mr. Carroll provided the deed transferring the Windsor Pump Station to WEWJA to their solicitor. He is waiting for a response from Ms. Killingsworth at the Railroad regarding payment for the right of way needed for the Manifold Force Main Project. He will provide the highway occupancy permit application to the engineer for the Force Main Project. He has been able to contact all parties except UPS regarding rights of way for the Manifold Force Main Project. The Developers Agreements have not been executed because land development plans have not been approved. Ms. Rossi requested proof of signed Memorandums of Understanding from the developers. The purpose of the MOUs was discussed. Until the projects are approved by the Township, the Authority cannot take the risk of signing a construction contract. A separate agreement with the developer who has all approvals was discussed. The solicitor was directed to draft a letter to the Burkett Lane developer updating the situation and requesting a signed Developer's Agreement be provided for Authority Board review seven (7) days prior to the November Authority meeting. Mr. Mazur requested a copy of the correspondence be mailed to him. It will be emailed to the other board members.

**Engineer's Report:** The engineer reported on across the board cost increases in a post-pandemic world and actively participated in the Force Main Upgrade and capacity issues. There was no additional reporting on projects within the Township or the TacTec Pump Station upgrade.

**Unfinished Business:** The Developer's Agreement was not executed. The Authority's historical overview document, Operating Procedures document and a review of the Tripartite Agreement pending the Solicitor's review with the WEWJA solicitor remain works in process.

**New Business:** The board entered into an Executive Session to discuss Personnel Issues at 6:41 PM. The session ended at 6:48 PM.

**Adjournment:** Motion to adjourn by Mr. Carrola. Second by Ms. Rossi. Motion passed by unanimous voice vote. Meeting adjourned at 6:49 PM.

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