

South Strabane Township Sanitary Authority
July 17, 2019 Meeting Minutes

The South Strabane Township Sanitary Authority Board met for the regular monthly meeting Wednesday, July 17, 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 5:02 PM by Chairman Ron Carrola.

Present: Chair Ron Carrola, Vice Chair Edward Mazur, Secretary/Treasurer Cynthia A. Rossi, Eric Tissue, KLH Engineers, Inc. and Solicitor Josh Carroll. Donna Fox was absent.

Approval of the June 19, 2019 Minutes: Motion by Mr. Mazur for approval of the June 19, 2019 Minutes. Second by Mr. Carrola. 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: The financial report for June was presented. Mr. Mazur requested clarification of certain fixed assets including the Race Track Road Project which Ms. Rossi clarified. Motion by Mr. Mazur to accept the report as submitted and file for audit. Second by Mr. Carrola. Motion passed by unanimous voice vote. Motion by Mr. Mazur to pay the bills presented. Second by Mr. Carrola. Motion carried by unanimous voice vote. Ms. Rossi explained the monthly WEWJA report and format improvements recommended by the accountants. Heather Brookmyer at PennVest was informed the 2018 Audit is undergoing final review. Although is this occurring earlier than in past years, there is agreement for the Audit be prepared as early as feasible.

Secretary's Report: Ms. Rossi reported there are funding opportunities to be discussed under New Business. She provided the board with changes made to the coding of accounts and a list of all accounts and codes for purpose of transparency and board awareness. The mail issues are being resolved.

Solicitor's Report: Mr. Carroll prepared an amortization schedule and provided it to the property owner and WEWJA. Mr. Mazur asked for clarification regarding the proposed connection of Community Park to the Floral Hill line. Mr. Carroll said the Township will pay for and undertake the connection.

Engineer's Report: Permits have been re-submitted for the Small Sewer and Water Grant using the new GP5 permit form that was developed after the permit applications were originally submitted. Permit fees will be paid by KLH and included in billing to the Authority. Two easements need to be obtained. Mr. Tissue will follow up regarding reimbursement for the grant.

Unfinished Business: Ms. Rossi reported the accountants reviewed the calculations and recommend adding one year of billing to the Lakeview/East Beau Street/PennVest properties to close the \$14,150 gap resulting from the lack of increase of \$5.36 in monthly billing rates in 2009. The solicitor will prepare a letter to be sent by the Authority to all property owners with monthly debt service in that project explaining the billing will be extended one year at \$53.60 per month to cover their final obligation for

their loan amount. Copies of the PennVest agreement and the letter sent to all property owners in 2003 were provided to the board as documentation. Motion by Mr. Carrola to notify the property owners by letter that their payments will be extended by one year to recover the complete amount of their loan because their monthly payment rate was not increased as noted. Second by Ms. Rossi. Motion carried by unanimous voice vote. Ms. Rossi reported the Authority does not qualify for Dollar Energy Fund grants because the Fund does not provide grants for sewerage in Washington County, although they do elsewhere. She provided literature about the Colcom Foundation as a possible funder and discussed their commitment to clean water. Partnering with a watershed group was discussed. Mr. Tissue will discuss joint efforts with WEWJA. Mr. Carroll will review the 2013 document regarding unresolved financial obligation and provide a copy of all unpaid liens.

New Business: There was no new business.

Adjournment: Motion to adjourn by Mr. Carrola. Second by Mr. Mazur. Motion passed by unanimous voice vote. Meeting adjourned at 5:53 PM.

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