

South Strabane Township Sanitary Authority

October 16, 2019 Meeting Minutes

The South Strabane Township Sanitary Authority Board met for the regular monthly meeting Wednesday, October 16, 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 5:03 PM by Chairman Ron Carrola.

Present: Chair Ron Carrola, Secretary/Treasurer Cynthia A. Rossi, Solicitor Josh Carroll who entered while the meeting was five minutes in progress, and Eric Tissue, KLH Engineers, Inc. Vice Chair Ed Mazur was absent.

Approval of the September 18, 2019 Minutes: Motion by Mr. Mazur for approval of the September 18, 2019 Minutes by Mr. Carrola. 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 was presented. Motion by Ms. Fox to accept the report as submitted and file for audit. Second by Mr. Carrola. Motion passed by unanimous voice vote. Motion by Ms. Fox to pay the bills presented. Second by Mr. Carrola. Ms. Rossi said the annual insurance bill arrived and the payment is due before the November board meeting. She detailed her investigation of the Race Track Road tap-in monies due to the Redevelopment Authority of Washington County for the years 2015 to present. She reported on conversations with Cypher and Cypher relating to the 2018 Audit. Going forward the audit will be reviewed by the Treasurer before it is presented to the board. Motion carried by unanimous voice vote. The Slovenian CD was renewed at the APY of 3.1%.

Secretary's Report: Billing errors originating at WEWJA have been corrected. All tap-in forms and fees have been posted to the South Strabane web site. She presented copies of all procedures that have existed, but not followed. She will develop up-to-date, clear procedures for financial and operational tasks.

Solicitor's Report: Mr. Carroll gave an update on the list of satisfactions to be filed at the courthouse and requested board approval to move forward. Motion by Ms. Rossi to file the satisfactions at the courthouse. Second by Ms. Fox. Motion approved by unanimous voice vote. He redrafted the letter to the Lakeview/East Beau Street property owners and will email the draft to the board. He will re-submit the Audit legal notice to the Observer-Reporter.

Engineer's Report: Mr. Tissue reported on the status of reimbursement for the Small Water and Sewer Grant and documents he prepared. He will proceed with preparing the next submission for reimbursement. He reported: The updated GPII permit has been submitted; the railroad

requested new drawings with cross sections; the fee for crossing the railroad will be approximately \$7500. The goal is for DEP Part 2 approval in the first half of 2020 and construction to commence thereafter. There was discussion regarding applying for another Small Sewer and Water Grant and it was agreed to wait. The map of the WEWJA sanitary sewer system is a work in progress and KLH will provide our portion as soon as possible, including an on-line version. Mr. Tissue explained the Floral Hill extension residents were charged only \$485 for tap-in because of the rule under Act 57. New construction will be charged the full tap-in of \$2500 and the original property owners in the 2017 extension will be reimbursed small amounts and the Authority will receive 25% as an administrative fee, as mandated by law. Mr. Tissue will provide this documentation to the Authority in writing.

Unfinished Business: Ms. Rossi reported identifying an individual who would be a good candidate for researching grant opportunities/preparing grant applications. Ms. Rossi will open a discussion related to grant opportunities.

New Business: There was no new business.

Adjournment: Motion to adjourn by Ms. Fox. Second by Ms. Rossi. Motion passed by unanimous voice vote. Meeting adjourned at 5:44 PM.

Next Meeting: Wednesday, November 20, 2019 at 5 PM.