

South Strabane Township Sanitary Authority

December 18, 2019 Meeting Minutes

The South Strabane Township Sanitary Authority Board met for the regular monthly meeting Wednesday, December 18, 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 5:06 PM by Chairman Ron Carrola.

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

Approval of the November 20, 2019 Minutes: Motion by Mr. Mazur for approval of the November 20, 2019 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 November 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 by Mr. Mazur to pay the bills presented. Second by Mr. Carrola. The Treasurer reported the conclusion of her investigation of Race Track Road tap-in monies due to the Redevelopment Authority of Washington County (RAWC) for the years 2006 through 2010.

Secretary's Report: The Secretary reported on the conclusion of the RAWC 2006 through 2019 to date review. She detailed discussions with Kathy Houston, CPA, of Houston & Associates and Dan Starceski of Cypher and Cypher regarding costs and responsibilities for the 2019 Audit. The board was provided with correspondence from both firms regarding the matter. Ms. Rossi recommended that both firms become involved in the 2019 audit. The board will consider the matter at the January 2020 meeting. The structuring of a comprehensive filing system for the Authority continues. Filing of annual financial records for the years 2000 through 2018 is complete.

Solicitor's Report: Mr. Carroll will research legal notice requirements for Authority audits and report at the January meeting. Mr. Carroll reported the letters to the Lakeview/East Beau Street property owners will be mailed soon via regular and certified mail. Copies of each will be provided for the Authority's files and a general copy will be emailed to board members.

Engineer's Report: Mr. Tissue reported comments on the Erosion and Sedimentation Control Plan for the Small Water and Sewer Grant have been received, are being addressed and will be resubmitted to WCCD. Upon approval of the GP-11, the Part II Permit application can be submitted. There is no reimbursement submission pending. A response to the information

provided to the railroad has not been received. The map of the WEWJA sanitary sewer system in the Township will not be provided until corrections are made to the existing maps.

Unfinished Business: Ms. Rossi reported there is no update for grant opportunities. There are no outstanding reimbursements due to RAWC as of this time.

New Business: The board discussed the proposed 2020 budget. Motion by Mr. Mazur to adopt the proposed 2020 budget. Second by Ms. Rossi. Motion passed by unanimous voice vote. Ms. Rossi proposed moving the meeting date to the fourth Wednesday of each month to allow for receipt and payment of bills in a more efficient manner. Motion by Mr. Mazur to move the meeting date to the fourth Wednesday of each month at 5 PM. Second by Mr. Carrola. Motion passed by unanimous voice vote. The Township will include the meeting dates in the general legal notice for meetings in 2020.

Adjournment: Motion to adjourn by Mr. Mazur. Second by Mr. Carrola. Motion passed by unanimous voice vote. Meeting adjourned at 5:39 PM.

Next Meeting: Wednesday, January 22, 2020 at 5 PM.