

South Strabane Township Sanitary Authority

March 21, 2018 Meeting Minutes

The South Strabane Township Sanitary Board met for the regular monthly meeting Wednesday, March 21, 2018 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 PM by Chairman Ron Carrola.

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

Approval of the February 21, 2018 Minutes: Ms. Fox suggested three revisions to the minutes. Motion by Mr. Mazur for approval of the minutes as amended. Second by Ms. Rossi. Motion carried with three ayes and an abstention by Ms. Fox. Ms. Fox introduced herself as a new member of the Authority Board.

Visitors: There were no visitors in attendance.

Public Comments: There were no public comments.

Treasurer's Report: Ms. Rossi reported John Palermo of Palermo Kissinger has assisted contractor Ann Garner with the book keeping transition and establishment of a billing system for the Floral Hill project. The reason tap-in fee income was running ahead of the budget was explained. The budget is based on past activity, as directed by Mr. Palermo. Motion by Mr. Mazur to approve the Treasurer's Report, subject to audit. Second by Mr. Carrola. Motion approved by unanimous voice vote. Motion for approval to pay bills as presented by Ms. Fox. Second by Mr. Mazur. Motion carried by unanimous voice vote. The requirement for three signatures on each check was clarified.

Solicitor's Report: Mr. Carroll reported the municipal claims for the Floral Hill project were prepared and requested the board approve filing the claims at a cost of \$20 each, for a total of \$300. Motion by Ms. Rossi to authorize the filing of liens. Second by Mr. Mazur. Motion carried by unanimous voice vote. Mr. Carroll informed the board liens were never filed for the Beau Street project. One of the properties went into foreclosure. When that property was to be sold, a title

search did not show any lien against the property and a no-lien letter was issued. There was a sewage surcharge, which is not a lien. The purchaser refused to pay the outstanding balance because they were not informed of the surcharge. Mr. Carroll will continue to work toward resolution of the matter.

Engineer's Report: Mr. Tissue reported on the status PA Small Water and Sewer Program Grant Application. Letters of support were submitted by the Washington County Commissioners, Senator Bartolotta, South Strabane Township, the South Strabane Township Planning Commission, the Chartiers Creek Watershed Association, and WEWJA. The application requests \$391,000 of the estimated \$460,000 project cost. The remaining \$69,000 would be provided by the Authority as the required 15% match. Mr. Carrola asked for clarification of \$15,000 received from Dan Ryan Builders. The amount was for six taps in the development in Strabane Manor.

Unfinished Business: The necessity for bonding the Treasurer was explained. Directors and Officers insurance does not provide this essential coverage which protects the Authority. Ms. Rossi will continue to explore options for bonding of the Treasurer.

New Business: The resolution for the grant application was removed from New Business because it was approved at the February board meeting. There was discussion regarding the format for the Agenda. Solicitor Carroll clarified the Agenda format was prescribed and will send a copy of the recommended format to the board. Mr. Tissue discussed an inquiry he received regarding extension of a sanitary sewer line across Route 19 and the Authority's possible involvement. It was clarified the initial extension costs were the responsibility of the Developer.

Next Meeting: Wednesday, April 18, 2018 at 5 PM.

Adjournment: Motion to adjourn by Mr. Mazur. Second by Ms. Rossi. Motion carried by unanimous voice vote. Adjournment at 5:55 PM.

By: _____

Cynthia Rossi

Secretary

Date: _____