

**SUMMIT AUTHORITY MEETING MINUTES  
SEPTEMBER 26, 2023**

The Summit Authority meeting was held on Tuesday, September 26, 2023 at the Summit Township Municipal Building, 502 Bonniebrook Road, Butler, PA.

**CALL TO ORDER**

Robert Thompson called the meeting to order at 9:00 a.m.

**PLEDGE OF ALLEGIANCE**

All persons stood to recite the Pledge of Allegiance.

**ROLL CALL**

Authority members present were Jim Henry, Rick Green, Robert Thompson, and Larry Osche. Member absent was David Barry. Also present was the Authority Engineer, Rick Barnett, and Authority Secretary, Roxann Stickney. There was no public present.

**OPEN TO THE FLOOR – QUESTIONS/COMMENTS ON THE AGENDA**

There was no public present.

**APPROVAL OF AUGUST 15, 2023 REGULAR MEETING MINUTES**

Robert Thompson motioned to approve the August 15, 2023 regular meeting minutes as presented. Rick Green seconded the motion. Motion carried unanimously.

**ENGINEER'S REPORT**

The engineer submitted the attached report. The following items were discussed.

1. The Sanitary Survey was completed on September 18, 2023. No malfunctions were found.
2. The project is not ready for submission to PennVest for the November funding cycle.
3. Senate Engineering Company is merging with Lennon, Smith, Souleret Engineering, Inc. and will become a division of this company.
4. A project timeline will be submitted at the next meeting.

**TREASURER REPORT**

The Treasurer presented the following report.

There were no deposits or disbursements. The checking account balance is \$174,039.68.

Robert Thompson motioned to approve the Treasurer report as presented. Rick Green seconded the motion. Motion carried unanimously.

**INVOICES**

The following invoices totaling \$5,386.58 were presented for approval.

Rick Green motioned to approve payment for Environmental Service Laboratories, Inc. invoice 23122775 for water testing for 421.58. Robert Thompson seconded the motion. Motion carried unanimously.

Rick Green motioned to approve payment for Gallagher Law Group invoice 1960 for Rails-To-Trails Agreement for \$171.00. Larry Osche seconded the motion. Motion carried unanimously.

Rick Green motioned to approve payment for Senate Engineering Company invoice 63601 for the public sewage project for \$4,794.00. Jim Henry seconded the motion. Motion carried unanimously.

Robert Thompson motioned for a payment request to be submitted to the Summit Township Board of Supervisors for the above approved invoices totaling \$5,386.58. The Authority will reimburse the Township upon receiving funding. Rick Green seconded the motion. Motion carried unanimously.

**RAILS-TO-TRAILS AGREEMENT**

Rick Green motioned to authorize the Authority Chairman to sign the First Addendum to Sanitary Sewer Easement with Buffalo Township. Larry Osche seconded the motion. Motion carried unanimously.

**ADDITIONAL BUSINESS**

There was no additional business.

**OPEN TO THE FLOOR – PUBLIC PARTICIPATION**

There was no public present.

**ADJOURN**

With there being no further business to come before the Summit Township Authority, Rick Green made a motion to adjourn. Larry Osche seconded the motion. Motion Carried Unanimously. The meeting was adjourned at 9:55 a.m.

Respectfully Submitted, Roxann Stickney, Secretary

**SUMMIT AUTHORITY NEXT MEETING WILL BE HELD OCTOBER 17, 2023**

**SUMMIT AUTHORITY  
ENGINEER'S REPORT**

SENATE #12068

September 26, 2023

Discussion Items	Board Consideration/ Action Items
<p><b>1. Collection System Drawings</b></p> <p>a. A final draft set of the collection system drawings is submitted to the Authority for review and comment.</p> <p><b>2. LSA Funding</b></p> <p>a. The PA DCED is now accepting applications for grant funding from the Statewide Local Share Account program through 11/30/2023. Key points of the program for this round include:</p> <ul style="list-style-type: none"> <li>• Funding request can be up to \$1,000,000 maximum</li> <li>• Matching funds are not required</li> <li>• An application fee \$100 and a funding resolution are required</li> </ul> <p><b>3. Sanitary Survey and Water Quality Sampling</b></p> <p>a. Authority was to contact SEO to see if they wanted to do the survey.</p> <p><b>4. Easements and Rights of Way</b></p> <p>a. Once the Part 2 permit application is submitted the preparation of the easement exhibits and agreement forms should be started.</p> <p>b. Easement exhibits typically show a 20 ft permanent access easement and a 10 ft temporary construction easement where sewerage facilities are located on private properties.</p> <p>c. Senate has contacted solicitor to discuss methods of ROWs and communicating easement needs with property owners</p> <p><b>5. Ongoing Design and Permitting Work</b></p> <p>a. Due to changes in underground utility regulations another One Call will need to be placed prior to bidding.</p> <p>b. Work continues on the WWTP and PS design drawings, specifications and permit modules and other Part 2 permit application components</p> <p>c. Continuing to collect information to update unit costs and phase limits based on \$11M funding per phase.</p> <p><b>6. Status of Permits</b></p> <p>a. The PNDI Clearance and driveway HOPs at the WWTP/ parking area are completed</p> <p>b. The NPDES Part 1 permit for effluent discharges, the DEP General Permits GP-4 (outfall), GP-5 (stream crossings), and GP-8 (temp road crossings), and the USA COE GP6 and the Construction Stormwater NPDES (Ch 102) permit are approved</p> <p>c. The DEP WQM Part 2 is in progress and will be completed as a single application for all phases</p> <p><b>7. Discussion of Plan to Complete Project</b></p>	<p><i>Does the Authority want to apply</i></p>

**End of Engineer's Report**