

SUMMIT AUTHORITY MEETING MINUTES DECEMBER 19, 2023

The Summit Authority meeting was held on Tuesday, December 19, 2023 at the Summit Township Municipal Building, 502 Bonniebrook Road, Butler, PA.

CALL TO ORDER

David Barry called the meeting to order at 9:04 a.m.

PLEDGE OF ALLEGIANCE

All persons stood to recite the Pledge of Allegiance.

ROLL CALL

Authority members present were David Barry, Jim Henry, Rick Green, Robert Thompson, and Larry Osche. 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 NOVEMBER 21, 2023 REGULAR MEETING MINUTES

Robert Thompson motioned to approve the November 21, 2023 regular meeting minutes as presented. Jim Henry seconded the motion. Motion carried unanimously.

ENGINEER'S REPORT

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

1. The WQM Part 2 permit has a \$5,000.00 application fee.

David Barry motioned for to approve the \$5,000.00 application fee for the WQM Part 2 permit. The authority will reimburse the Township upon receiving funding. Rick Green seconded the motion. Motion carried unanimously.

2. A revised budget for the project was reviewed for \$948,000.00.

David Barry motioned to approve the revised budget of \$948.00.00 for Senate Engineering Company now a division of LSSE Civil Engineers and Surveyors. Robert Thompson seconded the motion. Motion carried unanimously.

3. David Barry motioned for LSSE Civil Engineers and Surveyors to begin the application process for Pennvest funding. Robert Thompson seconded the motion. Motion carried unanimously.

4. David Barry motioned authorization for him to sign the WQM Part 2 application. Rick Green seconded the motion. Motion carried unanimously.

TREASURER REPORT

The Treasurer presented the following report.

A \$42,000.00 deposit was placed into the checking account for the recipients of the Community Development Block Grant funding for the mandatory tap-in fee. Recipients' information will be kept confidential. The new balance of the account is \$216,039.68.

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

INVOICES

Robert Thompson motioned to approve payment for LSSE Civil Engineers and Surveyors invoice 202309884 for the public sewage project for \$3,209.65. Robert Thompson seconded the motion. Motion carried unanimously.

David Barry motioned to approve payment for LSSE Civil Engineers and Surveyors invoice 202310745 for the Local Share Account (LSA) Analyst 5 for \$188.00. Rick Green seconded the motion. Motion carried unanimously.

David Barry motioned to approve payment for LSSE Civil Engineers and Surveyors invoice 202310744 for the public sewage project for \$27,057.73. Rick Green seconded the motion. Motion carried unanimously.

David Barry motioned to approve payment for Senate Engineering Company invoice 63971 for the public sewage project for \$4,669.50. Rick Green seconded the motion. Motion carried unanimously.

Rick Green motioned to approve payment for Pennsylvania Municipal Authorities Association 2024 membership for \$200.00. Jim Henry seconded the motion. Motion carried unanimously.

David Barry motioned to submit a payment request for the above referenced invoices totaling \$35,324.88 to the Summit Township Board of Supervisors. The Authority will reimburse the Township upon receiving funding. Rick Green 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, David Barry made a motion to adjourn. Rick Green seconded the motion. Motion Carried Unanimously. The meeting was adjourned at 9:40 a.m.

Respectfully Submitted, Roxann Stickney, Secretary

**SUMMIT AUTHORITY NEXT MEETING WILL BE HELD JANUARY 16, 2024 IMMEDIATELY FOLLOWING
THE AUTHORITY'S ORGANIZATIONAL MEETING**

**SUMMIT TOWNSHIP AUTHORITY
ENGINEER'S REPORT**

LSSE #675-005

December 19, 2023

Discussion Items	Board Consideration/ Action Items
<p>1. WWTP Drawings and Specifications</p> <ul style="list-style-type: none"> a. A final set of the WWTP and pump station drawings and specifications are being prepared for the WQM Part 2 permit application to DEP b. The WWTP will include flow equalization and reduced building size as discussed at the November meeting. <p>2. Collection System Drawings and Specifications</p> <ul style="list-style-type: none"> a. A final set of the collection system drawings and specifications are being prepared for the WQM Part 2 permit application to DEP <p>3. Other Ongoing Work</p> <ul style="list-style-type: none"> a. Work continues on the WQM Part 2 permit modules, engineer's report, general information form, and other permit application components. The permit is on track for submission in December. b. An electronic payment or check in the amount of \$5,000 made payable to the Commonwealth of Pennsylvania is required to be included with the application submission. c. Project cost and phase limits will be updated after Part 2 application is submitted. <p>4. Funding Sources</p> <ul style="list-style-type: none"> a. Pennvest – the Pennvest funding application is due 2/7/2024. This will require efforts from the Authority, the solicitor and the engineer to complete. b. The PA DCED Statewide Local Share Account program were due 11/30/2023. Senate was requested to prepare the map and cost estimate and the Authority would prepare the remaining application components. The estimated project cost for the grant application is \$996,710 and included sewer system extension work. <p>5. Budget</p> <ul style="list-style-type: none"> a. A budget status memo was provided to the Authority at the November meeting. <p>6. Easements and Rights of Way – No Change</p> <ul style="list-style-type: none"> a. Senate will continue to request proposals from appraisers to determine fair market value for easements. (Keffalas, Bodnar, Lopresti) 	<p style="text-align: center;"><i>Approval to submit the WQM Part 2 application when it is completed.</i></p> <p style="text-align: center;"><i>Approval of application fee for \$5,000</i></p> <p style="text-align: center;"><i>Approval to begin the Pennvest application process</i></p> <p style="text-align: center;"><i>Approval of revised design phase budget</i></p>

End of Engineer's Report