

**SUMMIT AUTHORITY MEETING MINUTES
MARCH 16, 2021**

The Summit Township Authority regularly scheduled meeting was held on Tuesday, March 16, 2021 at the Summit Township Municipal Building, 502 Bonniebrook Road, Butler, PA.

CALL TO ORDER

David Barry 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 David Barry, Robert Thompson, Willie Adams, and Larry Osche. Member absent was Rick Green. Also, in attendance, Authority Engineer, Rick Barnett, Authority Secretary, Roxann Stickney, and Jim Henry.

OPEN TO THE FLOOR – QUESTIONS/COMMENTS ON THE AGENDA

There were no questions or comments on the agenda.

JANUARY 19, 2021 ORGANIZATIONAL MEETING MINUTES AND REGULAR MEETING MINUTES APPROVAL

Larry Osche motioned to approve the January 19, 2021 organizational meeting minutes as presented. Robert Thompson seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve the January 19, 2021 regular meeting minutes as presented. Robert Thompson seconded the motion. Motion Carried Unanimously.

There were no February 16, 2021 meeting minutes because the meeting was cancelled due to the weather.

ENGINEER'S REPORT

The engineer submitted the attached report that included an estimated timeline for the sewage project.

The engineer presented a one stall plan and two stalls plan for the public restroom facility along the rails-to-trails.

RAILS-TO-TRAIL AGREEMENT

The Buffalo Township, Butler Freeport Trail, Inc., Summit Township and Summit Authority Sanitary Sewage Easement and Addendum for the Rails-to-Trails public sewage service line was reviewed and updated.

David Barry made a motion that the Addendum to the Sanitary Sewer Easement include that the gravel parking lots will have 4-6 parking spaces. Robert Thompson seconded the motion. Motion Carried Unanimously.

David Barry made a motion that the Addendum to the Sanitary Sewer Easement to include that Buffalo Freeport Trail, Inc. will be responsible for the operation, maintenance, and security of the parking area. Completion of the parking area will contingent upon receipt of a Highway Occupancy Permit from the PA Department of Transportation.

Rick Barnett will make the changes and submit them to the Authority Secretary to distribute the Authority members and Solicitor for review.

INVOICE APPROVAL

Larry Osche motioned to approve for payment Gallagher Law Group invoice 777 for the Rails-to-Trails Agreement for \$126.00. Robert Thompson seconded the motion. Motion Carried Unanimously.

Dave Barry motioned to ratify the Senate Engineering Company invoice 58750 for the sewage system for \$1,955.00. Summit Township paid this invoice on behalf of the Authority due the February meeting cancellation. Robert Thompson seconded the motion. Motion Carried Unanimously.

David Barry motioned to approve for payment Senate Engineering Company invoice 58891 for the sewage system for \$2,671.50.

David Barry motioned to submit a payment request to the Summit Township Board of Supervisors for the above referenced invoices for a total of \$4,752.50. The Authority will reimburse the Township upon receiving funding. Robert Thompson seconded the motion. Motion Carried Unanimously.

ADDITIONAL BUSINESS

The estimated cost for the public sewage project is \$16.5 million dollars.

The Community Development Block Grant (CDBG) funding for the low-moderate income residents mandatory tap-in fee was discussed. The funding can be placed an escrow account for the designated resident. The property will have to be tracked to ensure that at the time of funding disbursement it is allocated to the resident on the CDBG application. If the resident no longer resides in the home, the funding is not transferred to the new property owner or individuals residing in the home.

OPEN TO THE FLOOR – PUBLIC PARTICIPATION

There were no questions or comments from the floor.

EXECUTIVE SESSION

An Executive Session was held. No decisions were made.

ADJOURN

With there being no further business to come before the Summit Township Authority, David Barry made a motion to adjourn. Larry Osche seconded the motion. Motion Carried Unanimously. Meeting adjourned at 11:10 a.m.

THE NEXT MEETING WILL BE HELD ON TUESDAY, APRIL 20, 2021 AT 9:00 A.M.

Respectfully Submitted, Roxann Stickney, Assistant Secretary

**SUMMIT AUTHORITY
ENGINEER'S REPORT**

SENATE #12068

March 16, 2021

Work in Progress

1. All drawings requested to date by the Butler-Freeport Community Trail (BFCT) have been provided for placement of sewer lines in the trail right-of-way (ROW).
2. Senate provided information to the Authority Solicitor for his use in preparing the BFCT agreement, as requested. A draft agreement was received from the Solicitor and has been reviewed. A few items for discussion include the public restroom and parking areas.
3. Excerpts from the Second Class Township Code regarding construction of commercial sewage facilities by others was provided to the Authority for information and use as recommended by the Solicitor.
4. Senate has evaluated the cost savings of eliminating the headworks building and using outdoor rated equipment for pretreatment and pumping.
5. Completion of the WQM Part II permit application, specifications, drawings, GP-5, Chapter 102 (construction stormwater NPDES), PennDOT HOP and other permit applications is pending final alignment approvals.
6. An estimated timeline for the project is shown below:

Milestone	Duration
a) Complete all design and permit applications	2 months after agreement on final pipe alignments and details
b) DEP Part 2 application review	9 months
c) Prepare and submit Pennvest application	Concurrent with and upon approval of Part 2 permit review by DEP
d) Pennvest review, award and closing (if favorable funding offer is received)	4 to 6 months (must have all property issues resolved prior to closing)
e) Bidding and award	2 months concurrent with and 1 month following Pennvest review and closing period
f) Construction phase	24 months after Pennvest closing
g) Startup	2 months

END OF ENGINEER'S REPORT