

**SUMMIT AUTHORITY MEETING MINUTES
APRIL 23, 2019**

The Summit Township Authority meeting was held on Tuesday, April 23, 2019 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

In attendance were: Authority members David Barry, Willie Adams, Robert Thompson, Rick Green and Larry Osche. Authority's engineer, Rick Barnett, Assistant Secretary, Roxann Stickney and Tony Gagliardi.

OPEN TO THE FLOOR – QUESTIONS/COMMENTS ON THE AGENDA

There were no questions or comments on the agenda.

APPROVAL OF MARCH 19, 2019 MEETING MINUTES

Robert Thompson motioned to approve the March 19, 2019 meeting minutes as presented. Rick Green seconded the motion. Motion Carried Unanimously.

ENGINEER'S REPORT

The Authority's Engineer, Rick Barnett, presented the attached engineer report.

The following items were discussed.

1. Rick Barnett will submit to Wendy Leslie the Community Development Block Grant administrator for the Township information pertaining to tap-in fees for the grant application. The funding will assist low-income residents with their mandatory tap-in fee.
2. Rick Barnett presented a Municipality/Authority Resolution for the PennDOT Highway Occupancy Permit for the project. Rick Green motioned to authorize the Chairman, David Barry, to sign the Resolution. Larry Osche seconded the motion. Motion Carried Unanimously.
3. Rick Barnett presented that a variance will be necessary for the pump stations' setbacks. Rick Green motioned when the project is ready to authorize Senate Engineering Company to apply for a variance from the Zoning Hearing for a setback modification for the pump stations. Larry Osche seconded the motion. Motion Carried Unanimously.
4. Rick Barnett presented that the pump station properties will need to be appraised. Rick Green motioned for the appraisal not to exceed \$2,000.00 for the properties. Robert Thompson seconded the motion. Motion Carried Unanimously.

INVOICE APPROVAL

The following invoice were reviewed.

Murrin, Taylor & Gallagher	Right-of-Way & Easement Agreements	\$ 161.50
Senate Engineering Company	Invoice 55059 Design Phase	<u>\$23,362.50</u>
	Total	\$23,524.00

Robert Thompson motioned to approve the above referenced invoices for \$23,524.00 and a payment request be submitted to the Summit Township Board of Supervisors for this amount. The Authority will reimburse the

Township for this payment upon receiving funding. Larry Osche seconded the motion. Motion Carried Unanimously.

CHECKING ACCOUNT

Willie Adams motioned to accept the NexTier Bank's proposal for the Authority's interim financing. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to authorize the Authority's Chairman, David Barry, to sign the Interim Financing Proposal. Robert Thompson seconded the motion. Motion Carried Unanimously.

The Solicitor, Michael Gallagher, will begin the process for the submission to Department Community Economic Department (DCED) for the interim financing loan. The Solicitor does not charge Authority's a flat rate instead he charges a percentage of the loan amount due to the increase of his malpractice insurance.

Willie Adams motioned for Rick Barnett to process the Self-Liquidating Debt Report. Rick Green seconded the motion. Motion Carried Unanimously.

ADDITIONAL BUSINESS

Brad Badali may start the Right-of-Way Agreement project upon the final approval of the service lines map.

OPEN TO THE FLOOR – PUBLIC PARTICIPATION

Tony Gagliardi presented an alternative layout for the sewage service lines on Dittmer Road. Senate Engineering Company will review the information for the next meeting.

ADJOURN

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

THE NEXT MEETING WILL BE HELD ON TUESDAY, MAY 14, 2019 AT 9:00 A.M.

Respectfully Submitted

Roxann L. Stickney, Assistant Secretary

**SUMMIT TOWNSHIP AUTHORITY
ENGINEER'S REPORT**

SENATE #12068

April 23, 2019

Work in Progress

1. As requested PMAA was contacted to inquire about the Authority's membership status. No member information was found but a packet will be sent to the Authority office. There are no dues required for 2019.
2. David Hesidenz was contacted for information regarding property appraisals for the pump station parcels. Waiting for call back.
3. Wendy Leslie was called back to discuss the CDBG tap fee funding but contact has not been made.
4. The initial Phase 1 Archaeological Investigation information has been submitted to the State Historical Preservation Office (SHPO) which has determined that a Phase 1 investigation limited areas of excavation is required for the project. The anticipated areas will be discussed at the Board meeting. The archaeological consultant, CDC, has given a proposal to perform this work that adds \$12,600 to their original proposal fees.
5. The Solicitor has provided ROW and Easement agreement template to access pump station properties for geotechnical borings. Direction is requested as to who will meet with property owners (Summit Academy and Paul Voelker). This meeting should also initiate discussions to acquire the property.
6. A number of highway occupancy permits (HOPs) will be required for work in PennDOT rights of way. PennDOT Department requires the applicant (the Authority) to become an Engineering and Construction Management System (ECMS) "business partner" to allow electronic access to the forms and application information. Signature of an agreement and resolution are required for this process. Forms to be provided at the Board meeting.
7. The pump station parcels and layouts are being designed with the intent of getting zoning variances under Chapter 12.07 Zoning Variances for Public Utilities.
8. Coordination with PAWC is ongoing for service at the WWTP. If PAWC service will not be feasible then a well will be needed at the site for potable water uses.
9. The NPDES Part I application for the WWTP discharge permit has been submitted to DEP to get design discharge limits.
10. Meeting was held with Pennvest and DEP in New Castle to discuss the Pennvest funding source and details of the program were discussed. Since the project construction cost exceeds \$11M it will be necessary to phase the project to bring each phase under the \$11M limit for a single municipality project. Pennvest indicated that Summit Township may be eligible for grant funding to get closer to the area affordability rate.
11. Meeting was held with Rural Utility Services (RUS) to discuss the USDA funding source. RUS indicated that Summit Township is an RUS-eligible community and the project may be grant eligible for up to 45% grant funding. Details of the program were discussed. The environmental clearances required for RUS could be more stringent than those required for other funding sources.
12. A preliminary layout of the WWTP area and building was presented to the Authority for

- comment. Design of the WWTP is proceeding based on the dimensions and other design criteria of a Xylem Sanitaire SBR facility with UV disinfection.
13. Design of the pump stations is proceeding as below ground structures with above-grade weather-proof enclosures for the electrical and control panels based on direction at the 1/15/2019 Board meeting. Preliminary layouts have been presented to the Authority and approved at the March Board meeting. Once the geotechnical work is completed and found acceptable the property owners will be contacted for purchase of the 2 pump station ROWs.
 14. Detailed design of the collection system is nearing completion.
 15. Direction was provided at the January 2019 Board meeting that basement service should be provided to all homes where possible, and the design is proceeding with that intent. Potential exception(s) to be identified.
 16. The field survey for utility locates, first floor elevations, culverts, curb stops, hydrants, inlets, etc. is complete with a potential need for verification of individual areas as the alignments are finalized.
 17. The WQM Part II permit application, Engineers Report, specifications, drawings, GP-5 and other permit applications are underway.

Data/Information Requested

1. Concurrence that a zoning variance for public utilities will be available for the pump station sites
2. Determination of who will contact pump station property owners for access easements for geotechnical work
3. Determination of who will contact property owners for access easements for archaeological investigations
4. Approval to proceed with property appraisals for pump station parcels, pending response from D Hesidenz
5. Resolution and signatures for PennDOT ECMS business partner forms

END OF ENGINEER'S REPORT