

SUMMIT AUTHORITY MEETING MINUTES

JULY 16, 2024

The Summit Authority meeting was held on Tuesday, July 16, 2024 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, Rick Green, Jim Henry, and Larry Osche. Also present, was the Authority engineer, Larry Lennon and Drew Null, and the 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 JUNE 18, 2024 MEETING MINUTES

Larry Osche motioned to approve the June 18, 2024 meeting minutes as presented. Robert Thompson seconded the motion. Motion carried unanimously.

ENGINEER'S REPORT

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

1. An address master list is being developed for the Easement Agreements and address labels.
2. Upon review, it was determined that a grinder pump for the Etzel property is the most cost-effective option for the project.
3. Butler Township's manager has been contacted to add the Etzel property to their next public meeting agenda. Approval will be requested for the Etzel property to receive public sewage service from Summit Authority.
4. It will take approximately nine months to close the Pennvest loan.
5. Construction standards for the residents' hook-up will be presented at the next meeting.

TREASURER REPORT

Treasurer, Roxann Stickney, presented the following report.

There were no deposits or disbursements. The account balance is \$216,039.68.

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

INVOICES

Jim Henry motioned to approve the payment for Gallagher Law Group invoice 2295 for the Etzel Agreement and easements for \$893.00. David Barry seconded the motion. Motion carried unanimously.

David Barry motioned to approve the payment for LSSE Civil Engineers and Surveyors invoice 202406547 for easement agreements research \$412.50. Robert Thompson seconded the motion. Motion carried unanimously.

Rick Green motioned to approve the payment for LSS Civil Engineers and Surveyors invoice 202406548 for the public sewage funding for \$538.60. Robert Thompson seconded the motion. Motion carried unanimously.

David Barry motioned to submit a payment request to the Summit Township Board of Supervisors for the above referenced invoices totaling \$1,844.10. The Authority will reimburse the Township upon receiving funding. Rick Green seconded the motion. Motion carried unanimously.

SERVICE ORDER AGREEMENT

David Barry motioned that the Service Order Agreement be reviewed in executive session at the end of the meeting. No decisions will be made. Robert Thompson seconded the motion. Motion carried unanimously.

ETZEL LETTER OF INTENT

David Barry motioned to approve the Letter of Intent for the Etzel property that is in Butler Township to receive public sewage from the Summit Authority. 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.

MEETING RECESSED INTO EXECUTIVE SESSION

David Barry motioned to recess the meeting into executive session at 10:00 a.m. Rick Green seconded the motion. Motion carried unanimously.

MEETING REJOURNED

Larry Osche motioned to rejoin the meeting 10:37 a.m. David Barry seconded the motion. Motion carried unanimously.

ADJOURNMENT

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. The meeting was adjourned at 10:38 a.m.

Respectfully Submitted, Roxann Stickney, Secretary

REGULAR AUTHORITY MEETING WILL BE HELD ON AUGUST 20, 2024 AT 10:00 A.M.



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ENGINEER'S REPORT

TO: Summit Township Authority Board DATE: July 16, 2024
FROM: L. J. Lennon, Jr., P.E. S. O. No.: 675-001
D. I. Null, P.E. cc: File
SUBJECT: **July 2024 Meeting**

1. Project Design

A. **Permitting:** *The DEP Water Quality Management (WQM) Part 2 application has been submitted to DEP as approved at the December 2023 meeting. The application is in the administrative completeness review process. WQM Part 2 received from DEP, task complete. Final design pending procurement of easements.*

2. **Project Easements:** Cost proposal for easement preparation, public meetings, etc. was provided at July meeting. **Proposal was finalized for consideration at today's meeting.**

Conference call was held with Solicitor for coordination of easements:

- Authority will need to register on PA One Call System (this reduces amount of information/work required for easements for recording by County)
- Discussed schedule
 - July 31 - LSSE to have listing updated by End of July with current ownership (multiple property owners, etc.)
 - October – complete preparation of easement exhibits and agreements
 - October/November – schedule public meeting(s)

3. **Etzel Property – Discussed with PaDEP permitting requirements for extension of sewer to the Etzel property. PaDEP advised that planning approval is required, PaDEP to respond with requirements (Eg. is planning module acceptable, attachments required, etc.).**

Field work for survey for sewer extension completed, mapping underway.

Draft agreement for Etzel property – Authority to review with Solicitor

Confirm if Etzel property is located in BASA service area – Authority received response from BASA that property does not have service.

1. Funding

- A. *A meeting was held with Pennvest, RUS, Authority and LSSE representatives on February 27, 2024 to discuss joint funding of the sewer project.*
- 4. *Both funding sources indicated that a joint funding effort was feasible.*
- 5. *A key consideration is to determine if the project can incorporate at least 1 customer from a second municipality to increase the eligibility for Pennvest funding to \$20M. PENNVEST has advised that 117 Herman Road (commercial lot, located in both Summit Township and Butler Township but taxed in Butler Township Ward 1) would be deemed service in a second municipality. **LSSE contacted Pennvest to discuss potential Phase 1 project funding with the \$20M cap. Pennvest advised that this is acceptable if the Phase 1 project is feasible without Phase 2.***
- 6. *RUS will arrange a meeting with their inhouse engineer, the Authority, and LSSE to discuss technical issues of RUS funding and how much of the work already completed can be used to meet RUS funding requirements.*
- B. *Senator Casey FY 2025 Appropriations: Application was selected by Senator Casey in the amount request of \$2.0M.*
- C. *Senator Fetterman FY 2025 Appropriations: Application was selected by Senator Fetterman in the amount of \$2.0M.*
- D. *Congressman Kelley FY 2025 Appropriations: **Kelley's office advised on June 28, 2024 that the project was included in the FY25 Interior Appropriations Bill for funding in the amount of \$750,000.00.***
- E. *The November 2023 PA DCED Statewide Local Share Account grant application was submitted by the Authority for extension of the collection system in Phase 2/3. LSSE provided the map and cost estimate of \$996,710. The maximum grant amount is \$1,000,000. PA DCED is anticipated to consider in September.*