

**SUMMIT AUTHORITY MEETING MINUTES
SEPTEMBER 15, 2020**

The Summit Township Authority regularly scheduled meeting was held on Tuesday, September 15, 2020 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

All Authority members were present David Barry, Robert Thompson, Willie Adams, Rick Green and Larry Osche. Also, in attendance, Authority Engineer, Rick Barnett, and Authority Secretary, Roxann Stickney, Jim Henry and Chuck Bauer.

OPEN TO THE FLOOR – QUESTIONS/COMMENTS ON THE AGENDA

There were no questions or comments on the agenda.

AUGUST 18, 2020 MEETING MINUTES APPROVAL

Robert Thompson motioned to approve the August 18, 2020 meeting minutes as presented. Rick Green seconded the motion. Motion Carried Unanimously.

ENGINEER'S REPORT

The engineer submitted the attached report.

David Barry contacted Chris Ziegler to schedule a meeting with the Buffalo Freeport Community Trail council. A meeting date has not been set.

Rick Green motioned to authorize the Authority's Solicitor to draw-up the Kozik service line agreement. Willie Adams seconded the motion. Motion Carried Unanimously.

INVOICE APPROVAL

Rick Green motioned to approve for payment Murrin, Taylor & Gallagher invoice 501 for email review for \$51.00. Robert Thompson seconded the motion. Motion Carried Unanimously.

Robert Thompson motioned to approve for payment the Senate Engineering Company invoice 57837 for the design phase of the Act 537 public sewage project for \$4,537.50. David Barry seconded the motion. Motion Carried Unanimously.

Robert Thompson motioned to approve for payment the Senate Engineering Company invoice 57929 for the design phase of the Act 537 public sewage project for \$3,702.25. David Barry seconded the motion. Motion Carried Unanimously.

David Barry motioned to send a payment request to the Summit Township Board of Supervisors for the above invoices for \$8,290.75. The Authority will reimburse the Township upon receiving funding. Willie Adams seconded the motion. Motion Carried Unanimously.

MEMBER REAPPOINTMENT – RICK GREEN

Rick Green accepted the re-appointment for the Secretary for the Summit Authority for a 5-year term.

David Barry motioned for the re-appointment of Rick Green for the Secretary of the Summit Authority for a 5-year term. Robert Thompson seconded the motion. Motion Carried Unanimously.

ADDITIONAL BUSINESS

There was no additional business.

OPEN TO THE FLOOR – PUBLIC PARTICIPATION

Chuck Bauer requested information regarding the right-of-way procedure for the Authority to install a service line on his property. The procedure has not been determined.

The timeline for construction to commence consist of obtaining the Buffalo Freeport Community Trail Agreement, permits approval, DEP approval, obtaining Pennvest funding, obtaining grant funding and bidding the project. The tentative date to break ground would be the Summer of 2022.

ADJOURN

With there being no further business to come before the Summit Township Authority, Rick Green made a motion to adjourn. Robert Thompson seconded the motion. Motion Carried Unanimously. Meeting adjourned at 9:30 a.m.

THE NEXT MEETING WILL BE HELD ON TUESDAY, OCTOBER 20, 2020 AT 9:00 A.M.

Respectfully Submitted, Roxann Stickney, Assistant Secretary

**SUMMIT AUTHORITY
ENGINEER'S REPORT**

SENATE #12068

September 15, 2020

Work in Progress

1. Ms. Wendy Leslie at the Butler County CDBG office was contacted to discuss use and timing of CDBG LMI funds for tap fees. The following points are a summary of the conversation:
 - 2018 funding (\$79,852) must be spent by Jan 2022
 - 2019 funding (81,376) must be spent by Nov 2022
 - Funds can be used to pre-pay tap fees prior to actual tap-in
 - Notices can be mailed to identify interested parties
 - A demographic survey must be completed by each interested party to determine eligibility
 - A waiting list may be developed and must be prioritized by lowest income – subject to annual review and update
 - Changes to the list (home sales, passing of qualified owners, etc) must be tracked and updated by Township
 - Qualifying property owners will be required to provide documentation of income prior to award of funds
 - Personal/income data and list of funded recipients must be kept confidential.
2. Additional drawings of the proposed sewer layout in the Butler-Freeport Community Trail (BFCT) right-of-way (ROW) in the area south and west of Bonniebrook Road were provided to Ms. Chris Zeigler, as requested.
3. If the alignment is changed from the BFCT ROW to the Summit Township Sportsmens Club (STSC) property the following additional work would be needed for the new alignment:
 - a. Wetlands investigation \$3,630 (delineation/fieldwork, mapping, and report)
 - b. Phase 1 Archaeological Survey \$9,020 (background research, fieldwork and report)
4. Based on discussions at the August Board meeting and with Mr. Ron Kozik the collection system is proposed to be extended to provide a point of connection to 5 homes in the Kozik area. An agreement should be completed prior to submission of the final drawings to DEP.
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 selections.

Authority Direction/Approvals Needed:

1. Selection of final alignment of sewer lines currently on BFCT ROW (pending meeting with BFCT)

END OF ENGINEER'S REPORT