

SUMMIT TOWNSHIP WATER AUTHORITY
Regular Business Meeting
Tuesday, February 1, 2022

The regular business meeting of the Summit Township Water Authority was called to order by Chairman Davis at 6:00 p.m., followed by a salute to the flag. Present were Authority members Lacey, Stevens and Schaefer. Also present were Solicitor Blakely, Engineer Zack, Manager B. Hiles and Recording Secretary K. Hiles. Kurtz was absent; there was no one in the audience.

CALL TO ORDER

Lacey pointed out that the Regular Business Meeting minutes reflected that he adjourned the January meeting, however, it was actually Stevens. Motion by Schaefer, seconded by Lacey, to approve the minutes of the January 4th Reorganization & Regular Business Meetings as corrected, having been reviewed by all Board members.

APPROVAL OF MINUTES

VOTE: 4/0

Motion by Schaefer, seconded by Stevens, to approve the January Treasurer's Report as submitted.

**APPROVAL OF
TREASURER'S REPORT**

VOTE: 4/0

Motion by Schaefer, seconded by Lacey, that said amounts be drawn upon the treasury for payment of the January 2022 expenses.

APPROVAL OF EXPENSES

VOTE: 4/0

Engineer Zack reported Chris Rybak is still working with DEP to obtain operational permits for Route 97 and Hershey Road take points. Ryback hopes to have the applications submitted by the end of the week.

**PERMITTING FOR ROUTE 97
AND ROUTE 19 TAKEPOINTS**

Regarding the Water Model and Unidirectional Flushing Program, Zack held an informational workshop with Authority employees and some Board Members on 1/20/2022. The next step is to educate the staff on how to use the Model to perform "what-if" analysis to make management decisions.

UPDATE ON THE WATER MODEL

With respect to the GIS Program, a meeting needs to be set up with CT's geospatial group to determine the accuracy of the Authority's trimble, what training is needed for employees, and what the next steps would be.

GIS PROGRAM

Zack informed the Board that applications for the PA Small Water and Sewer Grants are still not being accepted as it has not been funded yet. Jennifer with CT still believes it will be funded she just doesn't know when. As we wait for funding to open up, CT is working on a letter to submit to Summit Township Supervisors proving why the Authority is entitled to a portion of the ARPA funds received by the Township.

**PA SMALL WATER AND SEWER
GRANTS**

Lacey commented on the involvement CT has had with Lord Corporation Fire Line testing and how they have helped with the issues we were having. A discussion ensued regarding the water the Authority can provide if an emergency should happen.

LORD CORPORATION

Solicitor Blakely had nothing to report.

SOLICITOR

Manager Hiles questioned how the Board wants to handle time off due to Covid. A discussion ensued and it was decided that the employees are to use sick time. Once all sick

COVID TIME OFF

time is used, the Board will handle it on a case-by-case basis.

Concerning the South Tower high heating bills, Hiles stated that we have installed a fan to push the heat down so the furnace will not run constantly.

SOUTH TOWER

Lastly, Hiles is obtaining bids for purchasing a liftgate for the Chevy pickup.

LIFTGATE FOR CHEVY PICKUP

With no further business to come before the Authority, motion by Schaefer, seconded by Stevens, to adjourn the meeting at 6:24 p.m.

ADJOURNMENT

VOTE: 4/0

Respectfully submitted,

Kathlene M. Hiles
Recording Secretary 2/22/22