

**SUMMIT TOWNSHIP WATER AUTHORITY**  
**Regular Business Meeting**  
**Tuesday, August 1, 2023**

The regular business meeting of the Summit Township Water Authority was called to order by Chairman Davis at 9:00 a.m., followed by a salute to the flag. Present were Authority members Kurtz, Lacey, Schaefer and Stevens. Also present were Engineer Zack, Solicitor Blakely, Manager Hiles, and Recording Secretary Hayford. There was no-one in the audience.

**CALL TO ORDER**

Motion by Kurtz, seconded by Schaefer, to approve the minutes of the July 5, 2023 Regular Business Meeting, having been reviewed by all Board members.

**APPROVAL OF MINUTES  
JULY 5, 2023**

**VOTE: 5/0**

Motion by Stevens, seconded by Schaefer, to approve the July Treasurer's Report as presented.

**APPROVAL OF  
TREASURER'S REPORT**

**VOTE: 5/0**

Motion by Kurtz, seconded by Schaefer, that said amounts be drawn upon the treasury for payment of the July 2023 expenses.

**APPROVAL OF EXPENSES**

**VOTE: 5/0**

Engineer Zack provided a brief update on several of our current projects.

Regarding the PA Small Water and Sewer Grant request, we are still waiting to hear if our application has been awarded any funding.

**PA SMALL WATER & SEWER  
GRANT REQUEST**

The DEP permitting process for Moore Rd well #4 continues with Karen Clark submitting her report to CT the week of July 24<sup>th</sup>. CT will then need 2 weeks to complete their portion and submit to the DEP.

**WELL #4 UP-DATE**

Millcreek Township Zoning Board has approved our request for a variance for the Hershey Road pump station. The next step will be designing the building with all of the contents.

**HERSHEY ROAD  
PUMP STATION**

Solicitor Blakely was asked to look into specific questions that pertain to the Service Agreement with City of Erie Water Authority.

**SERVICE AGREEMENT**

Manager Hiles reported that we are still waiting for an update from the State Police regarding several purchases that were made on the Authority's stolen fuel card.

**CREDIT CARD FRAUD  
UP-DATE**

Hiles also mentioned that he will be meeting with a representative from United Development to explore the idea of leasing space on our water towers for the installation of cell equipment.

**LEASE SPACE ON  
WATER TOWERS**

Lastly, Hiles updated the progress of test drilling on the Hamot Road property. Unfortunately, the first bore hit oil and was unsuccessful. A second bore will be performed in another area of the property in order to determine if there is usable water.

**HAMOT RD  
TEST WELL**

In other business, motion by Lacey, seconded by Schaefer, approving the FY '23-'24 budget with the understanding that additional changes may be necessary once we are made aware of the City's new bulk water rate.

**FY '23 - '24 BUDGET**

**VOTE: 5/0**

Finally, after a brief discussion, motion by Stevens, seconded by Schaefer, to discontinue the past practice of waiving the consumption portion of the water bill and charging only the customer service charge for customers who use less than 2,000 gallons per quarter. This will result in more consistent billing practices for all.

**BILLING CHANGE**

**VOTE: 5/0**

With no further business to come before the Board, motion by Stevens, seconded by Lacey, to adjourn the meeting at 9:31 a.m.

**ADJOURNMENT**

**VOTE: 5/0**

Respectfully submitted,

Gretchen L. Hayford  
Recording Secretary 8/29/23