

**SUMMIT TOWNSHIP WATER AUTHORITY**  
**Regular Business Meeting**  
**Wednesday, July 5, 2023**

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 Kurtz, Schaefer and Lacey. Also present were Solicitor Blakely, Engineer Zack, Manager B. Hiles and Recording Secretary K. Hiles. Stevens was absent; there was no one in the audience.

CALL TO ORDER

Motion by Kurtz, seconded by Schaefer, to approve the May 2, 2023 Regular Business Meeting minutes as presented, having been reviewed by all Board members.

APPROVAL OF MINUTES

**VOTE: 4/0**

Motion by Schaefer, seconded by Kurtz, to approve the May and June Treasurer's Reports as submitted.

APPROVAL OF  
TREASURER'S REPORT

**VOTE: 4/0**

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

APPROVAL OF EXPENSES

**VOTE: 4/0**

Engineer Zack reported we are waiting to hear if we were approved for the PA Small Water and Sewer Grant request we applied for to help with the updates to Hershey Road Booster Pump Station.

PA SMALL WATER AND  
SEWER GRANT REQUEST

On June 14<sup>th</sup> a meeting was held with the DEP regarding the following:

MEETING WITH THE DEP

- Additional information needed for Moore Road Well #4 Operations Permit.
- Requirements for Rube Road Well Field Abandonment.
- Hershey Road Booster Pump Station Upgrade.

Also, we are on the Agenda for Millcreek Planning and Zoning Meeting on July 26<sup>th</sup> asking for a variance for the Hershey Road Booster Pump Station because our new building will be right on the property line.

REQUEST FOR A VARIANCE FROM  
MILLCREEK

Regarding the Rate Study, we are currently reviewing 2 potential models. One proposes a flat % increase across all line items, the other proposes increasing the service charge schedule so we have fixed income to cover our fixed costs.

RATE STUDY UPDATE

Solicitor Blakely presented an updated Developer's Agreement to Manager Hiles and Engineer Zack prior to the meeting for their review to make sure it covers the Water Authority's requirements.

UPDATED DEVELOPER'S  
AGREEMENT

Manager Hiles informed the Board that the Pressure Reducing Valve move to Oliver Road is complete. We are scheduled to switch customers from the Industrial Park to the Sports Park on Oliver Road from Erie Water to Well Water on July 18<sup>th</sup>.

PRESSURE REDUCING VALVE  
MOVE

Hiles has been researching renting out tower space to cellular services.

CELL TOWERS

Hiles proposed changing regular business meeting times to earlier in the day. Discussion ensued.

**PROPOSED TIME CHANGE OF  
REGULAR BUSINESS MEETINGS**

Motion by Kurtz, seconded by Schaefer, that the remaining regular business meetings for 2023 be held on the first Tuesday of each month at 9:00 a.m., except when Tuesday is a holiday, in which case the meeting will be held the following Wednesday at 9:00 a.m.

**APPROVAL TO CHANGE TIME OF  
REGULAR BUSINESS MEETINGS**

**VOTE: 4/0**

In other business, Lacey requested we open a Money Market account and transfer some of our funds into it. Discussion ensued. The Board agreed to move our Capital Improvements account into a Money Market account.

**MONEY MARKET**

With no further business to come before the Authority, motion by Kurtz, seconded by Schaefer, to adjourn the meeting at 6:32 p.m.

**ADJOURNMENT**

**VOTE: 4/0**

Respectfully submitted,

Kathlene M. Hiles  
Recording Secretary 7/26/23