

**SUMMIT TOWNSHIP WATER AUTHORITY**  
**Regular Business Meeting**  
**Tuesday, September 5, 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, Schaefer, Stevens and Lacey. Also present were Solicitor Blakely, Engineer Zack, Manager B. Hiles and Recording Secretary K. Hiles. There was no one in the audience.

**CALL TO ORDER**

Motion by Kurtz, seconded by Schaefer, to approve the August 1, 2023 Regular Business Meeting minutes as presented, having been reviewed by all Board members.

**APPROVAL OF MINUTES**

**VOTE: 5/0**

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

**APPROVAL OF  
TREASURER'S REPORT**

**VOTE: 5/0**

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

**APPROVAL OF EXPENSES**

**VOTE: 5/0**

Engineer Zack reported we are still waiting to hear if we were approved for the PA Small Water and Sewer Grant request and the 2024 Community Project Funding request through Congressman Kelly's office.

**PA SMALL WATER AND  
SEWER GRANT REQUEST**

Chris Rybak and his team are still working on completing the permit application for Moore Road Well #4.

**MOORE ROAD WELL #4**

Concept plans for Hershey Road Pump Station need finalized by CT, then we will have an architect design the new addition and changes to the current building so we can get BIU's approval before we start construction.

**HERSHEY ROAD PUMP STATION**

With the initial workshop being complete for the Rate Study, a follow-up workshop has been scheduled for September 19, 2023 to further discuss which direction the Board will take regarding Service Charge and Consumption Pricing.

**RATE STUDY UPDATE**

Solicitor Blakely is drafting an agreement for The Authority to start reading the meters at Summit Heights Mobile Home Park.

**SUMMIT HEIGHTS MOBILE HOME  
PARK**

Manager Hiles has been looking into replacing our GIS system as the current one has insufficient memory. He is working with our Engineering Company to find one compatible with our needs.

**GIS SYSTEM**

Board Member Lacey asked for a status on the Kwik Fill Card theft. Manager Hiles advised the police have suspects and warrants out for their arrest. Manager Hiles and Solicitor Blakely need to discuss options for handling the fraudulent amount.

**KWIK FILL CARD THEFT**

With no further business to come before the Board, motion by Schaefer, seconded by Stevens, to adjourn the meeting at 9:20 a.m.

**ADJOURNMENT**

**VOTE: 5/0**

Respectfully submitted,

Kathlene M. Hiles  
Recording Secretary 9/27/23