

SUMMIT TOWNSHIP WATER AUTHORITY
Regular Business Meeting
Tuesday, November 5, 2025

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, and Schaefer. Also present were Engineer Zack, Manager B. Hiles, Office Manager Hayford and Secretary K Hiles. Solicitor Blakely was not in attendance and there was no-one in the audience.

CALL TO ORDER

Motion by Kurtz, seconded by Schaefer, to approve the minutes of the October 7, 2025 Regular Business Meeting, having been reviewed by all Board members.

APPROVAL OF MINUTES
OCTOBER 7, 2025

VOTE: 4/0

Motion by Schaefer, seconded by Kurtz, to approve the October Treasurer's Report as presented.

APPROVAL OF
TREASURER'S REPORT

VOTE: 4/0

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

APPROVAL OF EXPENSES

VOTE: 4/0

Engineer Zack provided the following updates:

Hershey Road Pump Station:

Construction started on October 27th with the following completed to date:

HERSHEY ROAD
PUMP STATION

- Excavation for footer completed and footer poured
- Block work started and should be finished by the end of the week
- Existing roof is being prepared to accept new roof trusses

Construction Projects

- Implementing comments received from Brian and Lisa into the waterline construction drawings
- Working on developing exhibits for the necessary utility easements for Hershey Rd.
- Working with the Erie County Conservation office on obtaining the necessary permits for the various water line projects
- New Garage
 - i) Received updated drawings showing all building elevations
 - ii) Frontier Construction is preparing an order of magnitude cost estimate

WATERLINE
REPLACEMENTS

GARAGE PROJECT

Administrative:

- Will be reviewing the updated Act 57 Tapping Fee calculations with Brian this month.

ADMINISTRATIVE

Manager Hiles presented sealed bids received for the sale of our 2013 Chevy van. Chairman Davis opened each bid and announced the offers as follows:

SALE OF 2013 CHEVY VAN

- Joe Lacey - \$1,527
- John Nowakowski - \$6,475
- Ringwood Motors - \$1,180
- Greg Cameron - \$7,201

Motion by Schaefer, seconded by Kurtz, to award the sale of the 2013 Chevy van to Greg Cameron for \$7,201.

VOTE: 4/0

Hiles also presented a Water Line Facilities Easement with LORD Corporation for the installation of a pressure reducing valve on their property near the corner of Robison Road and Oliver Road.

**EASEMENT WITH
LORD CORPORATION**

Motion by Kurtz, seconded by Schaefer, authorizing execution of the Water Line Easement as presented.

VOTE: 4/0

Motion by Kurtz, seconded by Schaefer, approving the 2026 preliminary budget as presented.

PRELIMINARY BUDGET

VOTE: 4/0

Lastly, Hiles distributed copies of the Audit and Financial Statement for the interim period of September 1 – December 31, 2024.

**INTERIM AUDIT
DISTRIBUTED**

With no further business to come before the Board, motion by Lacey, seconded by Schaefer, to adjourn the meeting at 9:34 a.m.

ADJOURNMENT

VOTE: 4/0

Respectfully submitted,

Gretchen L. Hayford
Recording Secretary 11/21/25