

SUMMIT TOWNSHIP WATER AUTHORITY
Regular Business Meeting
Tuesday, December 2, 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, Schaefer, Lacey and Stevens. Also present were Engineer Zack, Manager B. Hiles, Office Manager Hayford and Recording Secretary K. Hiles. Solicitor Blakely was absent; there was one person in the audience.

CALL TO ORDER

Motion by Kurtz, seconded by Lacey, to approve the November 5, 2025 Regular Business Meeting minutes as presented, having been reviewed by all Board members.

APPROVAL OF MINUTES

VOTE: 5/0

Motion by Schaefer, seconded by Lacey, to approve the November 2025 Treasurer's Report as submitted.

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 November 2025 expenses as submitted.

APPROVAL OF EXPENSES

VOTE: 5/0

Engineer Zack presented the following updates:

ENGINEERING UPDATES

Hershey Road Pump Station construction update:

- Concrete floor has been poured.
- Roof Trusses, sheeting and underlayment have been installed.
- Insulation and proper vent completed.
- Exterior double doors and lockset have been installed.
- Tyvek has been installed on the gable ends.

Construction Projects:

- Work is continuing on developing exhibits for the necessary utility easements for Hershey Road Waterline Replacement.
- The process of obtaining the necessary permits for various waterline projects continues with the Erie County Conservation office.
- Design Development phase has started with the New Garage.

Administrative:

- Act 57 Tapping Fees are being updated.

Engineer Zack and Manager Hiles spoke to Solicitor Blakely regarding drafting an agreement to borrow money from the Township to be used for infrastructure. It will be done before the next meeting for the Board to review.

INFRASTRUCTURE FUNDING

Zack informed the Board that the property where the New Garage will sit is pinned. Blakely needs to know exactly how much we would need to lease so he can draft an

APPROVAL TO PURSUE LEASE

addendum to attach to the lease. A discussion ensued.

Motion by Schaefer, seconded by Kurtz, to pursue a 99 year land lease for \$1.00 from the Township to build a New Garage.

VOTE: 5/0

Manager Hiles requested approval to hire an employee to replace Brian Clark who plans to retire July 2027. Two years is needed for a new field employee to be fully trained and licensed.

NEW HIRE APPROVAL

Motion by Kurtz, seconded by Stevens, to hire Brad Wokulich contingent upon all pre-employment testing.

VOTE: 5/0

In other business, motion by Stevens, seconded by Lacey, approving the FY '26 budget as presented.

FY '26 BUDGET APPROVAL

VOTE: 5/0

With no further business to come before the Board, motion by Schaefer, seconded by Kurtz, to adjourn the meeting at 9:40 a.m.

ADJOURNMENT

VOTE: 5/0

Respectfully submitted,

Kathlene M. Hiles
Recording Secretary 12/30/25