

**SUMMIT TOWNSHIP WATER AUTHORITY**  
**Reorganization Meeting**  
**Tuesday, January 6, 2026**

Chairman Davis called to order the Reorganization Meeting of the Summit Township Water Authority at 9:00 a.m., followed by a salute to the flag. Authority members Lacey, Kurtz, Schaefer, and Stevens were present, as were Engineer Zack, Solicitor Blakely, Manager B. Hiles, Office Manager Hayford and Administrative Secretary K. Hiles. There was no one in the audience.

**CALL TO ORDER**

Motion by Kurtz, seconded by Schaefer, to retain the same positions as appointed in 2025. (Tony Davis, Chairman, Jack Lacey, Vice Chairman, Art Kurtz, Secretary, Sid Schaefer, Assistant Secretary, Larry Stevens, Treasurer and Sid Schaefer, Assistant Treasurer)

**APPOINTMENTS**

- **BOARD POSITIONS**

**VOTE: 5/0**

Motion by Stevens, seconded by Schaefer, that Richard Blakely of Blakely & Blakely, LLC be appointed Solicitor of the Authority for 2026 at a rate of \$165 per hour.

- **SOLICITOR**

**VOTE: 5/0**

Motion by Schaefer, seconded by Kurtz, appointing Verdantas as Engineering firm of the Authority for 2026 according to their rate schedule.

- **ENGINEER**

**VOTE: 5/0**

Motion by Kurtz, seconded by Stevens, designating all lending institutions with an office in Erie County as potential depositories for Water Authority funds in 2026.

**LENDING INSTITUTIONS**

**VOTE: 5/0**

Motion by Schaefer, seconded by Lacey, establishing office hours for 2026 as 8:00 am – 4:00 pm, Monday through Friday.

**OFFICE HOURS**

**VOTE: 5/0**

Motion by Lacey, seconded by Schaefer, that regular business meetings for 2026 be held on the first Tuesday of each month at 9:00 a.m., except when Monday or Tuesday is a holiday, in which case the meeting will be held the following Wednesday at 9:00 a.m.

**MEETING DATES**

**VOTE: 5/0**

Motion by Lacey, seconded by Kurtz, to award a 3% wage increase for all full-time Authority employees.

**EMPLOYEE WAGES**

**VOTE: 5/0**

Motion by Stevens, seconded by Schaefer, to approve the same benefits as adopted by the Summit Township Supervisors for 2026, with the exception of pension which will be equal to 10% of the employee's gross wages into their 401A.

**VOTE: 5/0**

With no further business to be conducted, motion by Stevens, seconded by Schaefer, to adjourn the 2026 Reorganization Meeting at 9:08 a.m.

**VOTE: 5/0**

Respectfully submitted,

Gretchen Hayford  
Recording Secretary  
1/29/2026

**SUMMIT TOWNSHIP WATER AUTHORITY**  
**Regular Business Meeting**  
**Tuesday, January 6, 2026**

The Regular Business Meeting of the Summit Township Water Authority was called to order by Chairman Davis at 9:08 a.m., immediately following the 2026 Reorganization Meeting.

**CALL TO ORDER**

Motion by Kurtz, seconded by Schaefer, to approve the minutes of the December 2, 2025 Regular Business Meeting as presented, having been reviewed by all Board members.

**APPROVAL OF MINUTES**

**VOTE: 5/0**

Motion by Schaefer, seconded by Stevens, approving the December Treasurer's Report as submitted.

**APPROVAL OF TREASURER'S REPORT**

**VOTE: 5/0**

Motion by Stevens, seconded by Schaefer, that said amounts be drawn upon the treasury for payment of the December 2025 expenses.

**APPROVAL OF EXPENSES**

**VOTE: 5/0**

John Zack presented the following updates:

**HERSHEY ROAD PUMP STATION**

Hershey Road Pump Station Construction Update:

- Gas line is installed and heaters are running
- Drywall ceiling is installed
- Interior of new addition is painted
- Meeting with mechanical, electrical and plumbing contractors is set for Tuesday, January 6<sup>th</sup> at 10:30

Construction Projects:

**WATER LINE UPDATES**

- Exhibits for the necessary utility easements for Hershey Road have been submitted to STWA for review
- Continue working with the Erie County Conservation office on obtaining the necessary permits for the various water line projects

New Garage:

**NEW GARAGE**

- Design development phase continues and we will have something to review this month

Administrative:

**TAPPING FEE UPDATES**

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

Solicitor Blakely added that the easements for Hershey Road will be ready once the exhibits are prepared.

**HERSHEY RD  
EASEMENTS**

With respect to the loan from Summit Township, Board members are agreeable with the Township's request for a 10-year term.

**TOWNSHIP LOAN**

Manager Hiles mentioned that the green filtration tanks at Moore Road are no longer being used as wells 1 & 2 have been disabled. In order to recover some of our expense, and to free up usable space, he is going to list them for sale on Municibid.

**FILTRATION  
SYSTEM AT MOORE RD**

Following a brief discussion, motion by Stevens, seconded by Schaefer, to set the water rate for 2026 at \$12.67/1,000 gallons for residential, commercial and industrial customers. Bulk customers will be charged \$13.67/1,000 gallons.

**2026 WATER RATES**

**VOTE: 5/0**

Lastly, Hiles reported that our new employee, Brad Wokulich, started yesterday, January 5<sup>th</sup>.

**NEW EMPLOYEE**

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

**ADJOURNMENT**

**VOTE: 5/0**

Respectfully submitted,

Gretchen Hayford  
Recording Secretary  
1/29/26