



## MEETING MINUTES

February 23, 2021

7:30 PM

**Approved**

In attendance via video teleconference: B. Watts, Chairman, D. Carlson, Member, H. Harper, Member, Tony Scheivert, Township Manager, G. Matthew Brown, P.E., DEE, Authority Administrator and David Schlott, Jr, P.E., ARRO Consulting, Inc.

### Call to Order

B. Watts, Chairman, called the meeting to order at 7:30 PM.

### Approval of Minutes

Draft minutes of the January 26, 2021 meeting were presented. D. Carlson made a motion to approve the minutes as submitted. H. Harper seconded. It was so moved.

### Approval of Payments

Following a brief discussion and questions, a motion was made by D. Carlson to approve the payments for February 2021. H. Harper seconded. It was so moved. Following a brief discussion and questions, D. Carlson moved to accept the balance sheet and the statement of revenue and expenses as submitted in good faith by the Township Treasurer. H. Harper seconded. It was so moved.

### Authority Administration Reports

M. Brown noted that all facilities were operating well and within permit.

M. Brown reported that an Intent to Award letter was issued to Highway Materials, the lowest qualified bidder on the Byers Road Sanitary Sewer Extension Project. He noted contracts and bonds had been received but were still under review. He said that he would be requesting Award and Notice to Proceed authorization at the March meeting.

M. Brown noted a virtual meeting was held with the engineer for TC Energy, Arcadis, the West Vincent Township engineer and solicitor regarding sewer service for a transfer station and office on Fellowship Road in West Vincent Township. T. Scheivert, Township Manager, and C. Frantz, Authority Solicitor also attended. He noted the project would trigger the renegotiation of the intermunicipal agreement hence the need to discuss the project with West Vincent. M. Brown noted that a path to connecting the transfer station had been outlined. Further discussion is predicated on the West Vincent Township engineer and solicitor's review of the project.

D. Carlson noted the contract for the Authority Administrator position in the Board packet. He stated he still had not had time to review it thoroughly and asked it to be tabled till a review was complete. M. Brown noted it was in response to a comment made in the 2019 Audit Report.

M. Brown noted the developer for the Upattina's project had been non-responsive and expressed concern that with the expansion of the Greenridge WWTF there could be a construction conflict. He suggested involving the Authority Solicitor to contact the developer's attorney. T. Scheivert noted the Township also had not received much information from the developer and a minimum amount of work had been done recently. He suggested a discussion between M. Brown, the Township Zoning Officer and himself prior to involving the Solicitor. It was the consensus of the Board this was a suitable strategy.

Following several additional questions and a brief discussion on the reports, D. Carlson then moved to accept the Reports as submitted. H. Harper seconded. It was so moved.

**Open Session**

No members of the public joined the virtual meeting.

**Next Meeting Date: March 23, 2021 - 7:30 PM**

B. Watts noted the date and time of the next meeting of the Authority.

**Adjournment**

There being no further business to be brought before the Authority, D. Carlson moved, seconded by H. Harper to adjourn the meeting at 7:53 PM.

Respectfully submitted,

G. Matthew Brown, P.E., DEE  
Authority Administrator