

ORGANIZATION MEETING MINUTES
NORTH SEWICKLEY TOWNSHIP SEWER AND WATER AUTHORITY
January 18, 2024

Solicitor Gene Dimeo opened the meeting at 6:05 pm with the pledge of allegiance.

Roll Call: Jason Wilds, Arthur Hayes, Rudolph Shirilla, Emmett Santillo and Scott Morrow. Engineer, Emily Palmer and Manger, Lisa Crespo were present.

Sewer & Water Authority Board Positions:

Chairman- Scott Morrow, Motion by Emmett Santillo and seconded by Rudolph Shirilla. Five ayes, motion carried.

Vice Chairman – Arthur Hayes, Motion by Emmett Santillo and seconded by Scott Morrow. Five, motion carried.

Secretary – Emmett Santillo, Motion by Scott Morrow and seconded by Arthur Hayes. Five ayes, motion carried.

Assistant Secretary/Treasurer – Rudolph Shirilla, Motion by Emmett Santillo and seconded by Scott Morrow. Five ayes, motion carried.

Treasurer – Jason Wilds, Motion by Emmett Santillo and second by Scott Morrow. Five ayes, motion carried.

See attached worksheet on current terms

Sewer & Water Appointments:

Motion by Emmett Santillo and seconded by Scott Morrow to appoint Gene Dimeo as the Sewer and Water Authority Solicitor, with an hourly rate of \$125.00 and monthly retainer of \$300.00 for both the Sewer and the Water Authority combined. This is a \$25 increase to the retainer and \$25.00/hour increase to the hourly rate. Five ayes, motion carried.

Motion by Emmett Santillo and seconded by Scott Morrow to appoint the Engineering firm of Lennon, Smith, and Souleret (LSSE), with an annual retainer fee of \$1,200.00 and fee schedule as provided to both the Sewer and the Water Authority, fees billed separately. Five ayes, motion carried.

The Accounting firm of Charles Loll as Auditor, with was formerly appointed on 11/16/2023.

Motion by Emmett Santillo and seconded by Scott Morrow to set the 2024 Meeting Dates as the third Thursday of each month at 6:00 pm with the meetings to be held at 893 Mercer Road, Beaver Falls, PA 15010 and to be published in the Ellwood City Ledger. Five ayes, motion carried.

Motion by Emmett Santillo and seconded by Scott Morrow that the mileage rate be set at the IRS rate, which is \$0.67/mile, up 1.5 cents from 2023. Five ayes motion carried.

Motion by Rudolph Shirilla and seconded by Rudolph Shirilla, to select WesBanco Bank as the Sewer and Water Authority's primary depository with a PLGIT prime savings account and an Edward Jones savings. Five ayes motion carried.

Motion by Emmett Santillo and seconded by Scott Morrow to select signers on the below NSTSA/NSTWA bank accounts, one joint Sewer and Water account and one PLGIT account as the current Chairman, Scott Morrow, Assistant Secretary/Treasurer, Rudolph Shirilla, the current Vice Chairman, Arthur Hayes, and the Manager, Lisa Crespo, with two signatures required on all checks. Five ayes, motion carried.

WesBanco Bank Accounts:

1. General Account - Ending in 1827
2. Sewer Relief Fund - Ending in 2122
3. Pennvest Construction - Ending in 2221
4. Phase II Project - Ending in 2429
5. Security Deposit - Ending in 2627
6. Phase III Pennvest - Ending in 3910
7. Joint Sewer/Water Sweep Account - Ending in 7682
8. Phase II Tap Fee - Ending in 5419
9. Phase III Tap Fee Account - Ending in 0015
10. PLGIT Savings Account

Motion by Rudolph Shirilla and seconded by Emmett Santillo to approve the Sewer Authority and the Water Authority payment of the Township Lease Rental of \$1.00 from each entity. Five ayes, motion carried.

Motion by Emmett Santillo and seconded by Scott Morrow to approve the 2024 Sewer Authority Budget with a 5% user rate increase for residential and commercial customers, effective December 2023 billing usage. Five ayes, motion carried.

Motion by Emmett Santillo and seconded by Scott Morrow to approve the 2024 Water Authority Budget with a 15% user rate increase for residential and commercial customers, effective December 2023 billing usage. Five ayes, motion carried.

Residential & Commercial User Rate Resolution:

Motion by Emmett Santillo and seconded by Scott Morrow to approve the Sewer Residential & Commercial User Rate Resolution: 01182024 stating a 5% Increase from 2023. \$44.65 base and \$12.45/1,000 gallon usage charge and 5% to commercial customers as well going from 2023 rate of \$24.73 to \$25.97/1,000 gallons over 3,300 gallons billed. Five ayes, motion carried.

Motion by Rudolph Shirilla and seconded by Emmett Santillo to approve Water Authority Residential and Commercial Resolution 01182024 with a 15% increase to residential, commercial and bulk water purchasers. Five ayes, motion carried.

Employee wage increases for 2024 will be \$0.40/hour, which was formerly approved on 09/21/2023. Ryan Cooper is to receive \$0.60/hr increase, Tammy Harbaugh is to receive \$1.00/hour increase and Stephanie Young is to receive \$0.60/hr increase.

Organization meeting adjourned at 6:12 pm by Scott Morrow and seconded by Emmett Santillo, all in favor and moved into the regular business meeting.

NORTH SEWICKLEY TOWNSHIP
SEWER AUTHORITY
REGULAR BUSINESS MEETING
Thursday –January 18, 2024 - 6:12 pm

The regular meeting of the North Sewickley Township Sewer Authority was held on Thursday, December 21, 2023, at 6:12 pm following the Sewer/Water Organizational Meeting in the Meeting Room of the Municipal Building, 893 Mercer Road, Beaver Falls. In addition to the Board Members, in attendance were the Manager, Lisa Crespo, Engineer, Emily Palmer, Solicitor Gene Dimeo, and various members of the public.

The meeting was called to order by Chairman, Scott Morrow, followed by the salute to the flag.

ROLL CALL:

Scott Morrow	Present
Arthur Hayes	Present
Emmett Santillo	Present
Jason Wilds	Absent
Rudolph Shirilla	Present

PUBLIC SPEAK:

None

MEETING MINUTES:

Motion by Rudolph Shirilla and seconded by Emmett Santillo to approve the Regular Meeting Minutes of the Sewer Authority, dated December 21, 2023. Five ayes, motion carried.

BILLS FOR APPROVAL:

The bills for the North Sewickley Township Sewer Authority were presented in the amount of \$131,829.25 for discussion and approval. **Motion by Scott Morrow and seconded by Emmett Santillo to approve payment of the bills as presented. Five ayes, motion carried.**

TREASURERS REPORT:

The Treasurers Report for the month of December 2023 was presented for review and discussion.

OPERATIONS REPORT:

The Operations Report for the month of December 2023 was presented for review and discussion.

GENERAL REPORTS:

- a) Bank Balance Report
- b) Aged Accounts Receivables
- c) Weekly Activity Reports
- d) Board Member Pay
- e) Board Member 2023 W-2
- f) Statement of Financial Interest

OLD BUSINESS:

- a) **Motion by Rudolph Shirilla and seconded by Emmett Santillo to appoint Garen Fedeles as the updated legal representation for the Nye Case. Five ayes, motion carried.**
- b) Collins Road Generator Update – The insurance company was looking for replacement parts prior to providing the cost for a replacement and the repair estimate provided could be put toward the cost of a new generator. Emmett Santillo would like Solicitor, Gene Dimeo, involved if they won't give us the replacement cost. Talk about the old generator, we could possibly put it on MuniBid or scrap it for the money.

NEW BUSINESS:

- a) None

ENGINEER'S REPORT

- a) Monthly Engineer's Report – Emily updated the board on the Brighton Road Lift Station. They received the generator submittal, and it is approved. Looks like a May start date on the Brighton Road Lift Station. The progress report for the Beaver Falls CAP was submitted and attached to the Engineer's Report for review.
- b) **Motion by Emmett Santillo and seconded by Scott Morrow for LSSE to prepare the advertisement for CCTV work for the Hazen Avenue and Rustic Park areas of Phase I. Five ayes, motion carried.**
Discussion that these 2 areas are at capacity during wet weather events and DEP will eventually require us to get water out of the system. We are going proactively try to find problem areas and make corrections. The rough cost is \$80,000 - \$90,000 plus around \$4,500.00 for the contract docs. That area of the system is around 30 years old and should be cleaned regardless, there is probably debris build up that could be removed and get us more capacity in the system.

SOLICITOR'S REPORT:

None

EXECUTIVE SESSION:

None

PUBLIC SPEAK:

John Axtell invited supervisors from Daugherty Township to attend our meetings in case they need sewers in their system. It would be good education.

ADJOURNMENT:

At 6:31 pm, the Sewer Authority adjourned, and the Water Authority Meeting began.

Lisa A. Crespo, Manager