

# **ROARING BROOK TOWNSHIP SEWER AUTHORITY**

**WEDNESDAY, JANUARY 10, 2024**

## **Annual Re-organizational Meeting and Bi-Monthly Meeting**

The reorganization meeting of the Roaring Brook Township Sewer Authority was held on Wednesday, January 10, 2024 at 7:00 PM at the Municipal Building on Blue Shutters Road. Present were Authority members Jeffrey Huester, Chris Dunleavy, Joseph Dunda, Solicitor Al Weinschenk, SEO Paul Kozik, Roadmaster Eric Schield and, Secretary to the Authority, Dale Baird. Authority member Carmon Flynn was not present.

### **PUBIC COMMENT**

None

### **ADDITIONS TO THE AGENDA**

None

### **RE-ORGANIZATION**

- A **MOTION** by Huester and seconded by Dunleavy to **appoint Joseph Dunda as Chairman to the Board for 2024**. Motion carried.
- A **MOTION** by Dunda and seconded by Huester to **appoint Carmon Flynn as Vice Chairman for 2024**. Motion carried.
- A **MOTION** by Dunda and seconded by Dunleavy to **appoint Jeff Huester as Treasurer for 2024**. Motion carried.
- A **MOTION** by Dunda and seconded by Huester to **appoint Chris Dunleavy as Secretary for 2024**. Motion carried.
- A **MOTION** by Dunleavy and was seconded by Dunda to **appoint First National Community Bank of Dunmore as the Sewer Authority's banking institution for 2024**. Motion carried
- A **MOTION** by Dunda and was seconded by Huester to **appoint KBA Engineering as the Authority's engineers for the year 2024**. Motion carried.
- A **MOTION** by Dunda and seconded by Huester to **appoint Oliver, Price & Rhodes as legal counsel to the Sewer Authority for the year 2024**. Motion carried.
- A **MOTION** by Dunda and was seconded by Dunleavy to **appoint Peoples Security Bank and Trust as a depository of the Authority for 2024**. Motion carried.

**ROARING BROOK TOWNSHIP SEWER AUTHORITY**  
**WEDNESDAY, JANUARY 10, 2024**  
**Annual Re-Organizational Meeting and Bi-Monthly Meeting**  
**Page 2**

**MINUTES**

- A **MOTION** by Dunda was seconded by Huester **to approve the minutes of the November 1, 2023 meeting.** Motion carried.

**TREASURER'S REPORT**

- A **MOTION** by Dunleavy and seconded by Huester **to approve the Treasurer's Report of January 10, 2024.** Motion carried.

It was noted the Authority received the final payment from the Small Water Grant for the mobile generator.

**SOLICITOR**

Solicitor Weinschenk reported SEO Kozik has been contacted by Wilcrest Road vacant landowners David, Brian and Mark Morris. The family own a little over an acre of land and would like to sell it. This property is in the sewered area however, the DEP ban on new connections is still in effect. Kozik says DEP allows on-lot sewer systems on property over an acre. The Township has an ordinance requiring two acres of land. Kozik has indicated that the property is suitable for an on-lot system. Kozik proposed an agreement between the Morris family the Sewer Authority and the Township Supervisors to allow the on-lot system and will connect to the sewer system when being notified connections are available. The Morris family will be responsible to notify any and all potential purchases of the requirements per the agreement.

- A **MOTION** by Dunda was seconded by Huester **to approve the agreement between RBTSA, Morris family, RBT and SEO Paul Kozik allowing the property to be placed on the market.** Motion carried.

Kozik has been contacted by Blue Shutters Road property owner Andrew Glover regarding a malfunctioning septic on his property. This house is in the sewered area however, it was granted an exemption by Authority stating 150 ft exemption rule per the state. Glover would like to connect to the sewer system.

- A **MOTION** by Huester was seconded by Dunda **to deny the connection when the application has been submitted due to the EDU ban.** Motion carried.

Kozik will apply to DEP for an emergency connection to the system.

**ROARING BROOK TOWNSHIP SEWER AUTHORITY**  
**WEDNESDAY, JANUARY 10, 2024**  
**Annual Re-Organizational Meeting and Bi-Monthly Meeting**  
**Page3**

Former Chairman Flynn asked Solicitor Weinschenk to draft a letter to Elmhurst Twp. Sewer Authority regarding the recent rate increase. The draft asks for financial backup for the recent increase. The Service Agreement between ETSA and RBTSA states ETSA shall provide information reasonably sufficient for RBTSA to verify the increase.

- A **MOTION** by Dunda was seconded by Huester to **postpone sending the letter to Elmhurst Twp. Sewer Authority with changes to the draft.** Motion carried.

**CHAIRMAN' S REPORT**

Former Chairman Flynn previously proposed purchasing I pads (tablets) for Authority members use. Dunda consulted IT people and had three proposals for the Authority. The options are: the Authority purchases tablets for the members, Authority members purchase a device of their choice and get reimbursed, or do not accept a device.

The members felt they would like to use the devices they currently own.

Roadmaster Schield talked to the members to about have a tablet for the Township Road Department's use. Currently, the drawings of the sewer lines are on huge paper that is difficult to use out in the field. Schield will consult the Township's IT people to discuss what programs that are needed and provide a quote for the March meeting.

Another issue Schield discussed was the need to have the sewer lines televised in Roaring Brook Estates. There is no exact documentation of the sewer line in the development. Contact will be made to various companies regarding getting the lines televised.

- A **MOTION** by Dunda was seconded by Dunleavy to table the motion until the March meeting. Motion carried.

**ADJOURNMENT**

- A **MOTION** by Dunda and seconded by Dunleavy **to adjourn at 8:12 pm.** Motion carried.

Submitted by,

Christopher Dunleavy, Secretary