

ORGANIZATION MEETING MINUTES
NORTH SEWICKLEY TOWNSHIP SEWER AND WATER AUTHORITY
January 16, 2025

Solicitor Gene Dimeo opened the meeting at 6:20 pm with the pledge of allegiance.

Roll Call: Emmett Santillo, Arthur Hayes, Scott Morrow, Engineer, David Ritsema, Manger, Lisa Crespo, Field Supervisor, Ryan Cooper and various members of the public were present.

Sewer & Water Authority Board Positions:

Chairman- Scott Morrow, Motion by Emmett Santillo and seconded by Scott Morrow. Three ayes, motion carried.

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

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

Assistant Secretary/Treasurer – Vacancy

Treasurer – Jason Wilds, Motion by Scott Morrow and second by Emmett Santillo. Three 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 \$140.00 and monthly retainer of \$350.00 for both the Sewer and the Water Authority combined. This is a \$25 increase to the retainer and \$15.00/hour increase to the hourly rate. Three ayes, motion carried.

Motion by Emmett Santillo and seconded by Arthur Hayes to appoint the Engineering firm of LSSE, with an annual retainer fee of \$1,200.00, no increase from 2024, and fee schedule as provided to both the Sewer and the Water Authority, fees billed separately. Three ayes, motion carried.

Motion by Emmett Santillo and seconded by Scott Morrow to appoint Herrmann and Loll, CPA as the Authority Auditor. The fee for the Sewer Authority will not exceed \$3,300.00 and the fee for the Water Authority will not exceed \$3,800.00. Three ayes, motion carried.

Motion by Emmett Santillo and seconded by Scott Morrow to set the 2025 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. Three ayes, motion carried.

Motion by Emmett Santillo and seconded by Arthur Hayes that the mileage rate be set at the IRS rate, which is \$0.70/mile, up 3 cents from 2024. Three ayes motion carried.

Motion by Emmett Santillo and seconded by Arthur Hayes, to select WesBanco Bank as the Sewer and Water Authority's primary depository with a PLGIT prime savings account and an Edward Jones savings. Three ayes motion carried.

Motion by Emmett Santillo and seconded by Arthur Hayes to select signers on the below NSTSA/NSTWA bank accounts, one joint Sewer and Water account and one PLGIT account as all current 2025 Board members which are the current Chairman, Scott Morrow, Vice Chairman, Arthur Hayes, Secretary, Emmett

Santillo, Treasurer Jason Wilds and the Assistant Secretary/Treasurer once the position is filled and the Manager, Lisa Crespo, with two signatures required on all checks. Three 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 Emmett Santillo and seconded by Scott Morrow to approve the Sewer Authority and the Water Authority payment of the Township Lease Rental of \$1.00 from each entity. Three ayes, motion carried.

Motion by Emmett Santillo and seconded by Arthur Hayes to approve the 2025 Sewer Authority Budget with a 5% user rate increase for residential and commercial customers, effective December 2024 billing usage. Three ayes, motion carried.

Motion by Emmett Santillo and seconded by Arthur Hayes to approve the 2025 Water Authority Budget with a 6% user rate increase for residential and commercial customers, effective December 2024 billing usage. Three ayes, motion carried.

Residential & Commercial User Rate Resolution:

Motion by Emmett Santillo and seconded by Scott Morrow to approve the Sewer Residential & Commercial User Rates stating a 5% Increase from 2024. \$46.88 base and \$13.07/1,000 gallon usage charge and 5% to commercial customers as well going from 2024 rate of \$25.97 to \$27.27/1,000 gallons over 3,300 gallons billed. Three ayes, motion carried.

Motion by Emmett Santillo and seconded by Scott Morrow to approve Water Authority Residential and Commercial Rates stating a 6% increase to residential, commercial and bulk water purchasers. Three ayes, motion carried. See attached worksheet in meeting packet for break out of rates. January 2025 bill, December 2024 usage, we will begin billing by the single gallon to NST Sewer and Water customers due to the water meter replacement program.

Motion by Emmett Santillo and seconded by Scott Morrow to approve all employee wages as described on the attached worksheet. Three ayes, motion carried.

The organization meeting adjourned at 6:26 pm by Scott Morrow and seconded by Emmett Santillo, all in favor and moved into the regular business meeting.

NORTH SEWICKLEY TOWNSHIP
WATER AUTHORITY
REGULAR BUSINESS MEETING
Thursday –January 16, 2025 - 6:00 pm

The regular meeting of the North Sewickley Township Sewer Authority was held on Thursday, January 16, 2025, at 6:00 pm in the Meeting Room of the Municipal Building, 893 Mercer Road, Beaver Falls and adjourned at 6:59 pm, the Water Authority meeting was called to order at 6:59 pm. In addition to the Board Members, in attendance were the Manager, Lisa Crespo, Field Supervisor, Ryan Cooper, Engineers, David Ritsema, Solicitor Gene Dimeo and various members of the public

PUBLIC SPEAK:

None

MEETING MINUTES:

Motion by Emmett Santillo and seconded by Arthur Hayes to approve the Regular Meeting Minutes of the Water Authority, dated December 19, 2024. Three ayes, motion carried.

BILLS FOR APPROVAL:

The bills for the North Sewickley Township Water Authority were presented in the amount of \$89,927.75 for discussion and approval. **Motion by Emmett Santillo and seconded by Scott Morrow to approve payment of the bills as presented. Three ayes, motion carried.**

BUDGET REVIEW:

The budget for the month of December 2024 was presented for review and discussion.

GENERAL REPORTS:

- a) Water Loss Report
- b) Balance Sheet
- c) Aged Accounts Receivables
- d) Fire Department Report
- e) Delinquency/Collection Report

OLD BUSINESS:

- a) Meter Replacement Program Update – Lisa and Ryan are continuing to work through the list to see what residents still need to get their meter replaced. The Board is implementing a \$25/month fee for those that have not replaced their meter by March 2025. This fee will not be waived.
- b) Garage Update – The Board would like to see if there are any threats of fees increasing for the Authority garage.

NEW BUSINESS:

- a) None

ENGINEER'S REPORT

- a) Monthly Engineer's Report –David Ritsema presented the Engineers Report which is attached with the meeting packets.
- b) **Motion by Emmett Santillo and seconded by Scott Morrow to authorize Lisa Crespo to sign permit documents prepared by LSSE and authorize the payment of the fees for the permits regarding the Mercer Road and Chapel Drive water line replacement. Three ayes, motion carried**

SOLICITOR'S REPORT:

None

PUBLIC INPUT:

None

ADJOURNMENT:

At 7:23 pm, Scott Morrow made the motion to adjourn the Water Authority meeting, Emmett Santillo seconded the motion. Three ayes, motion carried.

Lisa A. Crespo, Manager

February 20, 2025