

Girard Township Water and Sewer Authority Meeting

Date: October 8, 2025 Time: 6:30 pm

Girard Township Municipal Building

Pledge of Allegiance

Call to order

By DS 2nd JF Vote unanimous

ROLL CALL

| | | |
|------------------|------|---------------|
| Ray Penkowski | (RP) | Chairman |
| David Sterrett | (DS) | Vice Chairman |
| Jodi Fairchild | (JF) | Treasurer |
| Karen Mead | (KM) | Secretary |
| Bruce Vollbrecht | (BV) | Board member |

| | |
|------------------|-----------------|
| Pete Dion | Girard Township |
| Patricia Kennedy | Solicitor |
| Ashley Porter | Engineer |

Public

Wilbur Nass

Public Comment on Agenda Items

none

Approval of Minutes from _

Motion: BV 2nd: JF Vote: unanimous

Old Business:

Birchdale : Ashley Porter Engineer Recap:

Investigation process will take 2.5-3 years

-Verification from health department and more field work required

In order to estimate project costs

Meadows of BD and BD 2

Field verification and records are aligning well

BD 1 Mrs Dale (plaza)

2 separate systems

- records are unclear - more investigation is required

- no pumping/maintenance records

- Apartment building across from plaza is probably connected

Porter engineering is emailing DEP contact, Donna Ulan-Smith

GTWSA is getting "read" receipts from DEP - no acknowledgment

Porter engineering will reach out to Justin Dickey (DEP program mngr)

Intermunicipal agreement (IA) update (PK)

Solicitor Pat Kennedy (PK)

- PK is emailing Fairview Township Sewer Authority (FTSA)

regarding a DRAFT to

- an Intermunicipal agreement (IA)

- FTSA stated they wanted to DRAFT IA document months ago

- This would be a COST savings for GTWSA

- FTSA was surprised GTWSA is seeking costs

- Erie wants GTWSA to obtain IA from Millcreek Township (MT) and FTSA BEFORE Erie is involved

- PK reported to Erie Solicitor GTWSA needs to

- Create a budget based on FTSA, MT, Erie fees

Current ISSUES slowing progress:

- FTSA, MT and Erie drafting IM has not begun

- MT is not responding to PK communications

- City of Erie solicitor may change with Nov 2025 election

Comments:

DS

To clarify there are 2 different agreements:

1. Operation and maintenance (cost) agreement
2. Transportation agreement (to be able to hook up) -NEEDS DONE FIRST d/t multiple municipalities

Should GTWSA use existing "boiler plate" documents to share with FT/MT or, wait and allow FT to create a draft?

If GTWSA waits for FT will solicitor PK be able to defend "waiting" or does the draft need to be on DEP's desk

PK reported:

Waiting for FT to create the draft is GTWSA's major hang up
-PK stated: FT stated they want to create draft)

DS

Are there FTSA minutes/documentation recording FTSA stating they want to take the lead drafting the document?

PK stated:

PK will investigate/review FTSA minutes to seek documentation regarding who starts draft

AP stated:

GTWSA doesn't want to get a letter from Legal Counsel asking for timeline
GTWSA needs to be seen as diligently working toward/ investigating the site, firming up an IA and keeping forward momentum in this project.

PK reported GTWSA received a Right to Know request:

Right to know request from FOIA DATA: freedom of information act
(Empty lot)

PK denied the request based on no GTWSA records at present

PK reported she will attend the Erie County Association of Township Officials (ECATO)
PK will seek out MT and FTSA at ECATO to discuss GTWSA needs

New Business

None

Public Comment

WN

- Recommended GTWSA authorize PK to draft the proposal for transportation/operations to MT, FT and Erie City
- Birchdale Condominiums BDC at the Meadows Policies/Rules REQUIRES North End (independent) to pump on a schedule recommended by the Health Department
- BDC does NOT have a map of the septic
- Can GTWSA tell us where the sewage routes will be, how much they will cost and when the project will be done
- Have letters informing property owners about GTWSA project been sent to property owners?

-WN reported he is perturbed that he has never been OFFICIALLY notified regarding GTWSA project

-WN reported a new resident bought in recently having NO IDEA of sewage issues because the real estate agency was unaware of the project

DS: -Letters have been stalled until cost estimates/budget and field investigations are completed

-Presently there is nothing concrete or financial to report to residents

-Homeowners can attend monthly meetings to keep abreast of situation

AP

GTWSA is in STAGE ONE of the Sewage Planning process

1st stage of DEP planning process is FTSA, MT, Erie agreed they have capacity and will accept it

GTWSA needs to ADVERTISE costs/rates to qualify for PENNVEST

LOAN - no costs/estimates are available at this time

Field investigation needs to be finished in order to establish a route.

Notice cannot be sent to residence with vague details and no costs

RP

As soon as field investigation and IA is complete there will be more conclusive information to share/notify residence

Call for Adjournment:

A motion to adjourn meeting at pm

Motion: BV 2nd JF VOTE: Unanimous

Next meeting date:

Wednesday, November 12, 2025 @ 6:30 pm

Respectfully submitted by karen mead, secretary

Girard Township Water and Sewer Authority

Date: Wednesday, November 12, 2025 Time: 6:30 pm Girard Township Municipal Building

Pledge of Allegiance

Call to order

Motion: 2nd: Vote:

ROLL CALL

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| David Sterrett | (DS) | Vice Chairman |
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| Bruce Vollbrecht | (BV) | Board member |
| | | |
| Pete Dion | (PD) | Girard Township |
| Patricia Kennedy | (PK) | Solicitor |
| Ashley Porter | (AP) | Engineer |

Public attending:

Public Comment on Agenda Items

Approval of Minutes from

Motion: 2nd: Vote:

Old Business:

Birchdale

Porter Engineer update (AP)

PK update

FT minutes

Intermunicipal agreement (IA) update (PK)

New Business

Public Comment

Call for Adjournment:

A motion to adjourn meeting at pm Motion: 2nd: VOTE:

Next meeting date: Wednesday, December 10, 2025 @ 6:30 pm