

**PETERS TOWNSHIP
SANITARY AUTHORITY**

111 BELL DRIVE
McMURRAY, PA 15317-3415
PHONE: 724-941-6709
FAX: 724-941-2283
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James J. Miskis, Manager
Mark A. Chucuddy, Asst. Manager
Gary A. Parks, Special Projects Manager
Patricia L. Mowry, Financial Controller
Diane L. Gregor, Admin. Assistant

AGENDA

REGULAR MEETING

July 13 2010

ROLL CALL:

REVIEW OF MINUTES FOR APPROVAL: Minutes of June 8, 2010

VISITORS:

SOLICITOR'S REPORT:

ENGINEER'S REPORT:

MANAGER'S REPORT:

ASSISTANT MANAGER'S REPORT:

SPECIAL PROJECTS MANAGER REPORT:

CORRESPONDENCE FOR THE BOARD'S INFORMATION:

FINANCIAL CONTROLLER'S REPORT:

FINANCIAL STATEMENT REVIEW: Month ending June 30, 2010

PAYMENT OF BILLS & REQUISITIONS:

OTHER BUSINESS:

- 1) Award of Contract PTSA-1: Joint Sealing and Partial Length Pipe Repairs
- 2) Adopt Resolution 09-07-10; Authorizing Management to Execute PaDOT Documents
- 3) Award Contact 10-S1 BR Headworks HVAC modifications
- 4) Award Contact 10-S2 BR/DC VFD/DO Probe installations
- 5) Approve Rider to the Addendum to the Collective Bargaining Agreement
- 6) Approve LSSE SOA for Construction Services for the BR Headworks/ BR/DC VFD/DO
- 7) Extend Contract 2006-2, Removal, Hauling & Disposal of Dewatered Biosolids with Waste Management of Pa Inc. for the 4th option year
- 8) Execution of agreement with GIA Consultants Inc., for the DC Archaeological survey
- 9) Award Design Services for the Valley View Sewer Extension

ADJOURNMENT:

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1

2 **REGULAR MEETING**

July 13, 2010

3

4 **ROLL CALL:**

5

6 The regularly scheduled meeting of the Peters Township Sanitary Authority was called to order at
7 7:00 p.m. by the Chairman. Board members present were G. Robert Jacobs, Michael A. Silvestri,
8 David G. Blazek, and Eric S. Grimm. Also present were Keith Bassi, Solicitor, Larry Lennon Jr.,
9 Lennon Smith Souleret Engineering, Inc. (LSSE), James J. Miskis, Manager, Patricia L. Mowry,
10 Financial Controller and Mark A Chucuddy, Assistant Manager. Absent from meeting was
11 Terrence G. Byrne, Board Member and Diane L. Gregor, Administrative Assistant.

12

13 **APPROVAL OF MINUTES:**

14

15 A Motion was made by Mr. Silvestri and seconded by Mr. Grimm to approve the minutes of June
16 8, 2010 meeting as prepared by Patricia L. Mowry. The Motion carried 3-0. Mr. Blazek
17 abstained.

18

19 **VISITORS:**

20

21 **SOLICITOR'S REPORT:** Copy on file.

22

23 Mr. Bassi reported the rider that was attached to the Collective Bargaining Addendum that was
24 approved by Resolution 05-05-10 regarding pension contributions was not approved by the
25 Laborers' District Council. They requested removal of language from the rider that would bind
26 future union bargaining contracts, with the reasoning the future contracts would be subject to
27 collective bargaining. The rider will still be applicable to the current contract and until a successor
28 contract is negotiated, which states any additional required pension contribution will be deducted
29 from the employees wages. Management and Solicitor agreed and recommended approval of the
30 revised rider.

31

32 A Motion was made by Mr. Blazek and seconded by Mr. Grimm to approve the revised rider to
33 attach to Resolution 05-05-10, which removed the clause binding future contracts.

34

35 Mr. Bassi reported on the ongoing matter with the Quail Run Homeowner's Association. The
36 homeowners from the Quail Run/Scott Lane area have failed to take the agreed upon corrective
37 action to address the defects in several of the building sewers that are allowing excessive
38 infiltration to enter the sewers. The issue was supposed to be concluded June 5, 2010 but the
39 attorney for the residents failed to pay the filing fees for the complaints. District Justice Ellis has
40 re-scheduled a new hearing on August 24, 2010. In response to Mr. Silvestri's inquiry to have the
41 case heard at the Common Plea Court, Mr. Bassi indicated this is a summary offense not a civil
42 matter; therefore initially it has to be heard at the District Court level.

43

44 Mr. Bassi reported the Developer for the Hidden Brook Development requested a substitution of
45 an escrow agreement rather than re-establishing the Letter of Credit for the required financial

46 security for the 18-month maintenance period. Mr. Bassi will continue to work with Management
47 and the Developer to finalize the language for the escrow agreements. There will be two different
48 escrow agreements.
49

50 Mr. Bassi reported that he prepared a memo regarding Veteran's preference for promotion
51 practices. Basically, the Act is not applicable for veteran preference where all qualifications are
52 otherwise equal.
53

54 Mr. Bassi reported on the matter from the State Ethics Commission regarding board member
55 compensation. A complaint had been filed, and the State Ethics Commission conducted a
56 preliminary inquiry. After a preliminary inquiry of this allegation, the State Ethics Commission
57 determined that no further action will be taken in relation to this matter. Their decision was
58 reached based upon the fact that the advice was received from the State Ethics Commission's
59 Office of Chief Counsel issued on August 2, 2007, upon which the Board members relied on in the
60 establishment of the compensation program. Mr. Bassi informed the Board under the Act the
61 complainant may be civilly liable if the complaint was frivolous or without probable cause and the
62 Board could request the State Ethics Commission to initiate proceedings to determine if the
63 complaint filed against the Authority members was frivolous or with out probable cause. There
64 was a discussion regarding requesting the identity of the complainant and to seek restitution. The
65 Board declined to take action.
66

67 **ENGINEER'S REPORT:** Copy on file.
68

69 Mr. Lennon reported LSSE attended the monthly ALCOSAN basin planning meeting. One of the
70 topics discussed was EPA's residential indicator for sewer rate affordability. The indicator
71 evaluates Median Household Income (MHI) to the annual sewer cost for service. The indicator
72 ranks Low – less than 1% MHI, Mid-Range 1-2% MHI, and High greater than 2% MHI.
73 According to the 2000 Census data Peters Township MHI is \$77,500. Using the current average
74 residential bill of \$35.50/per month, the percentage is 0.55% of the MHI, and the projected rates in
75 the DC 537 Plan are estimated at \$48/per month or 0.74% of the MHI, which ranks both in the
76 Low category, indicating PTSA's sewer charges are relatively affordable for the community.
77

78 Mr. Lennon reported the PaDEP has approved the Healthcare REIT sewage facilities planning
79 module.
80

81 Mr. Lennon reported the Phase-1a Archaeological survey for the DC treatment plant expansion
82 site was awarded to GAI Consultants Inc. at the June meeting, and the agreement is ready for
83 execution by the Chairman this evening.
84

85 A Motion was made by Mr. Grimm and seconded by Mr. Blazek authorized the Chairman to
86 execute the agreement with GAI Consultants, Inc for the Phase-1a - Archaeological Survey for the
87 Donaldson Crossroads Treatment Plant Expansion Site for the lump sum amount of \$10,717. The
88 Motion carried unanimously.
89

90 Mr. Lennon reviewed the Donaldson Crossroads 537 Plan task schedule. Mr. Miskis indicated the
91 Planning Commission Meeting was canceled and will be re-scheduled. Therefore, the schedule
92 may change.
93

94 Mr. Lennon reported the PaDEP has issued the Chapter 105 permit to PaDOT for the US Route
95 19/Valleybrook ramp project, which will trigger the release of the Part-II permit to the Authority.
96

97 Mr. Lennon presented the bid tabulation for the Brush Run Headworks Building HVAC
98 modification energy improvement project and recommended award to the low bidder Technical
99 Electrical Services.

100
101 A Motion was made by Mr. Silvestri and seconded by Mr. Grimm to award the Brush Run
102 Headworks Building HVAC modification Contract No. 10-S1 to Technical Electrical Services
103 LLC in the amount of \$48,980, subject to the bid award qualifications in the engineer's bid
104 recommendation letter. The Motion carried unanimously.

105
106 Mr. Lennon presented the bid tabulation for the BR/DC VFD and DO Probe installation energy
107 improvements project and recommended award to the low bidder Schulteis Electric. There was a
108 discussion regarding the grant requirements and the requirement for 10% participation from
109 Disadvantage Business Enterprises and/or Veteran owned businesses. The Authority has met the
110 requirements for solicitation to those organizations, but at this time not for participation. If
111 participation is not met the Authority has to document why and request a waiver from that
112 particular requirement. Mrs. Mowry indicated the Board would have the choice to award to the 2nd
113 lowest bidder Frankl Electric, who is in the process of becoming veteran certified, to satisfy the
114 grant requirements. However, their bid is \$7,755 more than the low bidder and the project is
115 already over budget. There was more discussion regarding the grant requirements and bid
116 qualifications. Management recommended award to the low bidder, in part due to budget
117 constraints.

118
119 A Motion was made by Mr. Silvestri and seconded by Mr. Grimm to award the BR/DC VFD and
120 DO Probe installation Contract No. 10-S2 to Schulteis Electric in the amount of \$139,350, subject
121 to the bid award qualifications in the engineer's bid recommendation letter. The Motion carried
122 unanimously.

123
124 Mr. Lennon presented two service orders for construction services for the BR Headworks Building
125 HVAC modification and the BR/DC VFD and DO Probe installation. The PTSA staff and Mr.
126 Chucuddy will oversee the inspection of both projects.

127
128 A Motion was made by Mr. Blazek and seconded by Mr. Grimm to approve Service Order
129 Authorization No. 273-037-02 for the General Project Services during construction for the BR
130 Headworks Building HVAC modification in the amount of \$2,500 and Service Order
131 Authorization No. 273-038-03/-04 for the BR/DC VFD and DO Probe installation in the amount
132 of \$2,800. The Motion carried unanimously.

133
134 **MANAGER'S REPORT:** Copy on file.

135
136 Mr. Miskis reported the Authority improvements made to the Brush Run WWTP clarifiers met
137 expectations based on a recent rain event, which stressed the one clarifier in service to the
138 equivalent of 13 MGD with all clarifiers in service, including the proposed new one.

139
140 Mr. Miskis reported the current sludge disposal contract option year-3 with Waste Management
141 ends in October, and there is one option year remaining. The Authority evaluated recently bid
142 sludge disposal contracts from other municipal authorities and considered re-bidding the contract.
143 However, Waste Management offered to reduce the contract fee from \$40.16/ton to \$38.00/ton and
144 hold screening disposal at the current amount to reflect current market conditions. The savings will
145 be approximately \$4,000 for the contract year. Therefore, Management recommended approval to
146 exercise Option Year-4 of Contract No. 2006-2 for Removal, Hauling and Disposal of Dewatered
147 Biosolids with Waste Management subject to the execution of a change order.

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A Motion was made by Mr. Grimm and seconded by Mr. Blazek to approve Option Year-4 of Contract No. 2006-2 for Removal, Hauling and Disposal of Dewatered Biosolids with Waste Management subject to the execution of a change order reducing the contract prices as stated. The Motion carried unanimously.

Mr. Miskis presented a scenario of a recent dye test performed for a sale of property. The dye test indentified water entering into the sanitary system through a foundation drain. The property owner was made to remove the source of water, which turned out to be defective drain pipes beneath the basement floor. Mr. Miskis distributed information in the Board packets pertaining to dye testing procedures, issuance of the Document of Certification, and several other procedures that are currently being done. Mr. Miskis was seeking direction from the Board to continue the same aggressive approach, considering the Resolution was adopted by the previous Board. The Board concurred that the Authority should continue current practices.

Mr. Miskis reported the Authority did join the Chamber of Commerce for assistance in pricing for electric when the electric power generation is deregulated in June 2011. Mr. Miskis indicated the State is establishing a program and we maybe able to piggyback on that contract. Therefore, Management recommended deferring selection of an energy consultant or entering into any agreements until more information is available regarding the State's Energy Procurement Program.

Mr. Miskis reported Curtailment Demand Program held its annual test to demonstrate that the program participants could achieve the energy reduction they contracted for. The Authority achieved the contracted reduction, and anticipates \$ 10,000 in revenue for participation in the program fro 2010-2011. Mr. Miskis reported no curtailments were called for in the 2009-2010 contract year.

Mr. Miskis reported the Healthcare REIT's Sewage Facilities Planning Module was approved by DEP, with the provision that sewer taps be allocated in accordance with the Authority's *Tap and Organic Capacity Management Plan*. DEP, by their approval of this development's planning module, has accepted our *Tap and Organic Capacity Management Plan* in lieu of a Corrective Action Plan. This is one of those little successes that should not go unnoticed Our *Tap and Organic Capacity Management Plan* allows us to carryover unused taps from one year to the next. DEP generally does not permit tap carryover in Corrective Action Plans.

Mr. Miskis reported the Healthcare REIT's location to the existing public sewer meets the Authority's variance requirements to extend the public sewer. The Authority has in the past, on a case by case basis, granted a variance to the requirement to extend the public sewer, provided the sewer was located in a properly recorded right of way, serves only one customer, the property owner's responsibility maintain the extended sewer connection is well documented, and the sewer can not be extended to serve future customers. Besides meeting the above stated criteria there are the following other considerations: there is already a public sewer immediately accessible to the property along the stream at E. McMurray Road, dealing with short sewer extensions are an administrative burden for Management, and the Sewer Connection Permit could almost immediately be issued, thereby collecting a substantial tapping fee. Therefore, Management recommended granting the variance to Healthcare REIT.

A Motion was made by Mr. Blazek and seconded by Mr. Silvestri to grant the variance to Healthcare REIT to waive the requirements for extending the public sewer. The Motion carried unanimously.

199 Mr. Miskis reported there was a re-zoning inquiry by Heartland Restaurant Group regarding
200 3772/3774 Washington Road. Typically, when these requests are made the Authority provides
201 comments to the Planning Department. In this case, since the DC treatment plant is in a Projected
202 Overload status, and because our interceptor serving that area is heavily loaded during wet
203 weather, Management recommended objecting to any re-zoning in the DC sewer system that
204 would create the potential for increased wastewater flow or organic loading, and that the re-zoning
205 to C-2 for the referenced properties should be denied. There was discussion and the Board
206 concurred.

207

208 Mr. Miskis reported it is anticipated to submit the DC Act 537 Sewage Plan to the PaDEP in
209 September, and that approval time may take anywhere from six months or longer. Therefore, Mr.
210 Miskis recommended that in the interim of approval and to stay focused on expanding the DC
211 plant the Authority should begin to consider preliminary engineering study to evaluate different
212 options that would include refinement of the financial plan, equipment alternatives, and phasing
213 the project.

214

215 Mr. Miskis reported the Brush Run WPCP Wet Weather Optimization project design phase is 30%
216 complete and a progress meeting was held June 17, 2010. CET provided an updated construction
217 cost estimate, which was twice the original budget. Management and CET re-evaluated several
218 options and CET has made several recommendations to get back on budget. Mr. Miskis presented
219 the comparison sheet. With the revised scope which includes eliminating effluent pumping and
220 eliminating the sludge storage tank, the total construction estimate is \$1.43 million and is within
221 \$118,000 of the original construction estimate.

222

223 Mr. Miskis presented the letter from LSSE for their modification to their proposal fee for the
224 Valley View Sewer Extension as a result from the interview at the executive session. The
225 modification would be a \$10,000 retainage for the purpose of establishing an incentive allocation.
226 Final payment would be at the discretion of the Authority and distributed after a quality
227 assessment of performance at the end of the project. The performance rating criteria will be
228 equally allocated to cost control, communication/public relations, product quality, and overall
229 assessment.

230

231 A Motion was made by Mr. Silvestri and seconded by Mr. Blazek to award design phase service
232 for the Valley View Sewer Extension to LSSE for \$42,710 subject to the quality assessment at the
233 end of the project. The Motion carried unanimously.

234

235 **ASSISTANT MANAGER'S REPORT:** Copy on file

236

237 Mr. Chucuddy reported the results of the PaDEP Bureau of Laboratories annual laboratory
238 proficiency testing. An acceptable rating was received on all parameters with the exception of
239 Total Solids. Management researched the cause and has taken corrective action to resolve the
240 issue and re-submit the samplings.

241

242 Mr. Chucuddy reported the administrative phone service was switched from Verizon to Comcast,
243 which should result in an estimated saving of \$120 per month.

244

245 Mr. Chucuddy reported that PENNDOT maybe losing funding for the E. McMurray/Center
246 Church project and in order to receive reimbursement for cost incurred to date Management would
247 need authorization to file electronically. Mr. Chucuddy recommended adoption of Resolution 09-
248 02-10.

249

250 A Motion was made by Mr. Grimm and seconded by Mr. Blazek to adopt Resolution No. 09-02-
251 10 authorizing the Manager and the Assistant Manager to execute administrative type documents
252 related to Board approved PaDOT projects. The Motion carried unanimously.
253

254 Mr. Chucuddy reported a commitment letter was received from Allegheny Power for the Watt
255 Watchers Rebate Program for a rebate up to \$24,250 for the purchase of VFDs being installed as
256 part the energy improvements project.
257

258 Mr. Chucuddy presented the bid tabulation for the Rutledge Drive pump station area for the testing
259 and grouting of the joints of the sewer lines as well as several CIP point repairs and recommended
260 award to the low bidder Tri State Grouting. The amount is under the budget amount for this
261 project.
262

263 A Motion was made by Mr. Blazek and seconded by Mr. Grimm to award Contract No. PTSA-1
264 for the Joint Sealing of Sanitary Sewers and Trenchless Sanitary Sewer Partial Pipe Length Repair
265 to Tri State Grouting in the amount of \$57,975, subject to the pending required documentation.
266 The Motion carried unanimously.
267

268 **SPECIAL PROJECTS MANAGER'S REPORT:** Copy on File
269

270 Mr. Silvestri updated the Board on Council's position regarding the Authority's request for
271 modification to the Dye Test Ordinance. Council directed Mr. Silvestri to meet with both
272 Authorities and provide a detailed recommended plan. Council would like the program to be
273 Township wide; however, the Authorities could have different implementation schedules.
274

275 **CORRESPONDENCE FOR THE BOARD'S INFORMATION:** Copy on file
276

277 **FINANCIAL CONTROLLER'S REPORT:** Copy on file
278

279 **FINANCIAL STATEMENT REVIEW:** Month ending May 31, 2010.
280

281 **PAYMENT OF BILLS & REQUISITIONS:** Copy on File
282

283 A Motion was made by Mr. Silvestri and seconded by Mr. Grimm to approve disbursements in the
284 amount of \$211, 210.82 from the following funds:
285

<u>Fund</u>	<u>Disbursement</u>	<u>Total</u>
Operating	Checks: 18510-18592	\$86,719.27
Payroll	Transfer from Operating to Payroll fund	\$70,000.00
Developer	Transfer to Operating	\$22.22
CIRF	Transfer to Operating & Req. 87-10	\$54,469.33

286
287 The Motion carried unanimously.
288

289 Mrs. Mowry presented an overview of the Peters Township Sanitary Authority's Tapping Fee and
290 Connection Charges.
291

292 **OTHER BUSINESS:**
293

294 Motion was made by Mr. Silvestri and seconded by Mr. Blazek to adjourn the meeting at 9:50
295 p.m. The Motion carried unanimously.
296

297 Respectfully Submitted,
298

299 Patricia L. Mowry

MOTIONS SUMMARY

MOTION NO.	MOVED	SECOND	MOTION SUMMARY TABLE	VOTE
1	Silvestri	Grimm	Approve Minutes of the June 8, 2010 meeting	3-0
2	Blazek	Grimm	Approve revised rider to Resolution 05-05-10, which removed the clause binding future contracts	Approved
3	Grimm	Blazek	Approve execution of the Agreement with GAI Consultants, Inc. for Phase-1a – Archaeological Survey for the Donaldson Crossroads Treatment Plant Expansion site for the lump sum amount of \$10,717	Approved
4	Silvestri	Grimm	Award Brush Run Headworks Building HVAC modification Contract No. 10-S1 to Technical Electrical Services, LLC in the amount of \$48,980	Approved
5	Silvestri	Grimm	Award the Brush Run/Donaldson Crossroads VFD and DO Probe installation Contract No. 10-S2 to Schulteis Electric in the amount of \$139,350 subject to the bid award qualifications	Approved
6	Blazek	Grimm	Approve Service Order Authorization No.273-037-02 for the GPS during construction for the BR Headworks Building HVAC modification in the amount of \$2,500 and Service Order Authorization No. 273-038-03/04 for the BR/DC VFD'S and DO Probes installation in the amount of \$2,800	Approved
7	Grimm	Blazek	Approve Option Year-4 of Contract No. 2006-2 for Removal, Hauling and Disposal of Dewatered Biosolids with Waste Management subject to the execution of a change order reducing the contract prices as stated	Approved
8	Blazek	Silvestri	Grant the variance to Healthcare REIT to waive the requirements for extending the public sewer.	Approved
9	Silvestri	Blazek	Award Design Phase Service for the Valley View Sewer Extension to LSSE for \$42,710 subject to the quality assessment at the end of project	Approved

10	Grimm	Blazek	Adopt Resolution 09-02-10 authorizing the Manager and the Assistant Manager to execute the administrative documentations for electronic filing for the reimbursement for the E. McMurray/Center Church project	Approved
11	Blazek	Grimm	Award Contract No. PTSA-1 for the Joint Sealing of Sanitary Sewers and Trenchless Sanitary Sewer Partial Pipe Length Repair to Tri State Grouting in the amount of \$57,975 subject to the pending required documentation	Approved
12	Silvestri	Grimm	Approve disbursements in the amount of \$211,210.82	Approved
13	Silvestri	Blazek	Adjourn the Meeting at 9:50 p.m.	Approved

303