

**PETERS TOWNSHIP
SANITARY AUTHORITY**

111 BELL DRIVE
McMURRAY, PA 15317-3415
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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

March 9, 2010

ROLL CALL:

REVIEW OF MINUTES FOR APPROVAL: Minutes of February 23, 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 February 28, 2010

PAYMENT OF BILLS & REQUISITIONS:

OTHER BUSINESS:

1. Executive Session regarding Personnel matter

ADJOURNMENT:

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REGULAR MEETING

March 9, 2010

ROLL CALL:

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

APPROVAL OF MINUTES:

A Motion was made by Mr. Blazek and seconded by Mr. Byrne to approve the minutes of February 23, 2010 meeting as prepared by Patricia L. Mowry, with minor corrections. The Motion carried unanimously.

VISITORS:

1. Mr. Woodrow Welsch and Mr. Edward Wendell Developers of the Spring Meadows Plan Phase 2 (The Ridge at Spring Meadows)

RE: 18-month Maintenance Security

Mr. Miskis reported the Authority previously accepted the Spring Meadows Plan Phase 2 (The Ridge at Spring Meadows) sewer extension for ownership, but was waiting for the 18-month maintenance security to be posted. The Developer, Mr. Welsh has posted cash as the required maintenance security, but would prefer the Authority accept a Bond from the Contractor.

Mr. Welsch stated his contractor, Alton Industries, has supplied an 18-month maintenance bond on the behalf of the Developer. Mr. Bassi's opinion is the bond would not be valid because the Developer's Agreement is between Developer and the Authority not between the contractor and the Authority. Mr. Welsch requested some language changes to the assignment agreement to make it acceptable.

The Board directed Management and Solicitor to attempt to resolve bonding language with contractor. The Developer requested if the bond does not work out, they would prefer to post a Letter of Credit for security and have the cash returned. Management indicated that irrevocable Letters of Credit are acceptable.

SOLICITOR'S REPORT:

Mr. Bassi reported on the ongoing matter with the Quail Run Homeowner's Association and the homeowners from the Quail Run/Scott Lane area for failure to take the agreed upon corrective action following the withdrawal of the prior filing with the Magistrate. A hearing is scheduled for March 23, 2010, at that time the Authority will request the Judge to make a ruling and establish a time line for the correction if the matter is not resolved prior to then.

Mr. Miskis reported Management and the Solicitor have reviewed CET Engineering Services agreement for the Design Phase of the Brush Run Wet Weather Improvements and recommended the Board execute the contract.

A Motion was made by Mr. Byrne and seconded by Mr. Blazek to execute the engineering agreement with CET Engineering Services Inc. for Design Phase Services for the Brush Run Wet Weather Improvements for an amount not to exceed \$125,300. The Motion carried unanimously.

Mr. Bassi reported the Authority has no liability regarding the claims by Mrs. Reynolds, 631 Bower Hill Road and reminded the Board this matter was dismissed at the Magistrates without prejudice. There was a discussion regarding the history and the claim and the Board directed Mr. Bassi to write a letter to inform Mrs. Reynolds that the Authority does not intend to change its position as it previously articulated on several occasions. The Board directed the Solicitor to be the responsible spokesperson to the media regarding this matter.

ENGINEER'S REPORT: Copy on file

Mr. Stanton presented an overview of the 2009 Municipal Wasteload Management (Chapter 94) Reports for the Brush Run and Donaldson Crossroads treatment plants. The Chapter 94 Reports are due to PaDEP by March 31, 2010. The overview presented the historical and projected 5-year flows and loadings compared to the design loadings. The Brush Run report was completed and submitted to the Authority for review. The Donaldson Crossroads report will be completed by the end of the week.

Mr. Stanton presented the revised Organic Capacity Tap Management Plan for Donaldson Crossroads Watershed and recommended the Board approve the revised plan, which is to be included in the 2009 Donaldson Crossroads Chapter 94 Report.

A Motion was made by Mr. Silvestri and seconded by Mr. Blazek to approve the revised Organic Capacity Tap Management Plan for Donaldson Crossroads Watershed. The Motion carried unanimously.

Mr. Stanton stated he attended a strategy session with Management and County Line Advisor for the 2010 H2O Grant application for the Valley View Drive Sewer Extension Project for the July 1 submittal.

Mr. Stanton reported the field work for the record drawing preparation for Lakeview Square Plan is completed and sent to Management for review.

Mr. Stanton reported the Joint Chapter 105/404 permit application for the Donaldson Crossroads WPCP has been completed and has been submitted to PaDEP for technical review comments.

Mr. Stanton reported work has been initiated to finalize the draft Act 537 Plan update for the Donaldson Crossroads WPCP. LSSE will be providing the sections 1-4 for Board review. The second meeting in April will be held to review the final draft report.

Mr. Miskis reiterated the Developer for the proposed Health Care REIT has provided \$10,000 to assist in completing the draft of the Act 537 Plan for Donaldson Crossroads WPCP.

Mr. Stanton reported the McGrann Hills Sewer Line Capacity Modeling report will be completed by the end of March.

Mr. Stanton reported the designs for the energy improvement projects at Brush Run and Donaldson Crossroads WPCP at have been completed. The building permit applications have been submitted to the Township, and the bid openings are scheduled for April 6, 2010 at 10:00 AM.

MANAGER'S REPORT: Copy on file

Mr. Miskis reported the 21-inch snow storm caused power outages to the Rutledge Drive Pump Station, Sylvania Drive Pump Station, and the Stratford Manor Pump Station. The emergency generator was set up at Stratford Manor as soon as road conditions allowed, and operated for several days until the power was restored. Management is pursuing reimbursement with the Pa Emergency Management Agency for the snow emergency related expenses, including generator operation, fuel and overtime, with a preliminary estimate of \$10,000.

Mr. Miskis reviewed the revised PTSA Newsletter and Invitation to the Administration Open House. The Board approved the documents.

Mr. Miskis reported the Administration Building Open House will be held on March 26th. The purpose is to provide an opportunity for our customers and government officials to understand the role we play in providing an essential utility service and in protecting the environment. Management presented an outline of planned activities.

Mr. Miskis reported the Authority has been working towards implementing a policy where building sewers are CCTVed at time of real estate transfer for the purpose of having defective sewers repaired to eliminate infiltration. Management presented several different scenarios regarding the complexities associated with potential building lateral problems when the lateral is located under the roadway or in stream. Management will provide several recommendations regarding this policy development in future meetings.

Mr. Miskis reported currently most wastewater treatment plants in Pennsylvania are required to remove the conventional pollutants of BOD, Ammonia-Nitrogen, and Suspended Solids, followed by disinfection, and if chlorine is used for disinfection, dechlorination is required. Sewage treatment plant discharges still contain large quantities of nutrients, primarily Nitrogen (N) and Phosphorous (P). There is a high probability that a state wide N and P discharge limit will be adopted. On January 14, 2010, EPA released proposed nutrient criteria for Florida. EPA did so because it was sued by an environmental group to force EPA to protect the state's waterways. Then on February 13, 2010, PaDEP published in the *Pennsylvania Bulletin* proposed rulemaking regarding revisions to the NPDES permitting process. The revisions include a new technology based tertiary treatment standard for discharges of treated sewage. If this proposed rulemaking is adopted, affordable sewage treatment charges will be a thing of the past. There is a 30 day comment period on the proposed rulemaking which ends on March 15th. The PMAA is preparing comments for submittal in opposition to the proposed rulemaking and Management is also sending

a letter to our state legislators alerting them to the impending cost this will have on the Authority, our customers, and the community.

ASSISTANT MANAGER’S REPORT: Copy on file

Mr. Chucuddy reported all project closeout and final documentation have been received from Advance Plumbing and Mechanical. This concludes all contracts for the administration building. .

Mr. Chucuddy reported there have been updates on the Retention of municipal records. Mr. Chucuddy will provide an outline on significant changes for the next meeting. The Authority’s current Resolution will have to be updated.

Mr. Chucuddy presented a brief demonstration of Authority’s Geographic Information System (GIS) software (GEO Plan).

SPECIAL PROJECTS MANAGER’S REPORT: Copy on File

CORRESPONDENCE FOR THE BOARD’S INFORMATION: Copy on file

FINANCIAL CONTROLLER’S REPORT: Copy on file

FINANCIAL STATEMENT REVIEW: Month ending February 28, 2010.

PAYMENT OF BILLS & REQUISITIONS: Copy on File

A Motion was made by Mr. Silvestri and seconded by Mr. Byrne to approve disbursements in the amount of \$89,603.36 from the following funds, subject to receiving close-out documents for Construction Funds.

<u>Fund</u>	<u>Disbursement</u>	<u>Total</u>
Operating	Checks: 18181-18237	\$74,408.90
Developer	Transfer to Operating	\$736.70
CIRF	Transfer to Operating & Req. 83-10	\$14,457.76

The Motion carried unanimously.

OTHER BUSINESS:

Mrs. Mowry presented an overview of the proposed change to the Administrative Handbook Section 305 Holidays. The amendment includes language regarding non-exempt employees and unscheduled leave prior to or after a paid Holiday.

A Motion was made by Mr. Silvestri and seconded by Mr. Blazek to approve Resolution 02-03-10 amending Section 305-Holidays of the Administration Employee Handbook. The Motion carried unanimously.

A Motion was made by Mr. Blazek and seconded by Mr. Byrne to enter into executive session at 9:40 p.m. to discuss personnel matters. The Motion carried unanimously.

Executive Session ended at 9:50 p.m.

Motion was made by Mr. Silvestri and seconded by Mr. Byrne to adjourn the meeting at 9:51 p.m.
The Motion carried unanimously.

Respectfully Submitted,

Patricia L. Mowry

MOTIONS SUMMARY

MOTION NO.	MOVED	SECOND	MOTION SUMMARY TABLE	VOTE
1	Blazek	Byrne	Approve Minutes of the February 23rd 2010 meeting	Approved
2	Byrne	Blazek	Approve to Execute contract with CET Engineering Services for Design Engineering Services for the Brush Run Wet Weather Improvements in the amount not to exceed \$125,300.00	Approved
3	Silvestri	Blazek	Approve revised Organic Capacity Tap Management Plan for the Donaldson Crossroads Watershed	Approved
4	Silvestri	Byrne	Approve disbursements in the amount of \$89,603.36	Approved
5	Silvestri	Blazek	Approve Resolution 02-03-10 Administration Employee Handbook Amendment	Approved
6	Blazek	Byrne	Enter into executive session at 9:40 p.m. end 9:50 for personnel matters.	Approved
7	Silvestri	Byrne	Adjourn the Meeting at 9:51 p.m.	Approved