

**PETERS TOWNSHIP  
SANITARY AUTHORITY**

111 BELL DRIVE  
McMURRAY, PA 15317-3415  
PHONE: 724-941-6709  
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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, Administrative Assistant

**AGENDA**

**REGULAR MEETING**

**November 8, 2011**

**ROLL CALL:**

**REVIEW OF MINUTES FOR APPROVAL:** Minutes of October 11, 2011

**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 October 31, 2011

**PAYMENT OF BILLS & REQUISITIONS:**

**OTHER BUSINESS:**

- 1) Resolution to proceed with condemnations for the Valley View Sewer Extension
- 2) Authorization to begin legal proceedings against PNC Bank for failure to pay on the Hidden Brook Development's escrow
- 3) Resolution for the Charleroi Federal Bank loan commitment for financing of the Valley View Sewer Extension
- 4) Execution of Charleroi Federal Bank loan commitment

**ADJOURNMENT:**

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**REGULAR MEETING**

**November 8, 2011**

**ROLL CALL:**

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

**APPROVAL OF MINUTES:**

A Motion was made by Mr. Grimm seconded by Mr. Blazek to approve the minutes of October 11, 2011 meetings as prepared by Patricia Mowry, with minor corrections. The Motion carried unanimously.

**VISITORS: None**

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

Mr. Bassi reported the law suit has been prepared but not filed against PNC Bank for the payment from the escrow account for the Hidden Brook Development. PNC had contacted Mr. Bassi and informed him the payment would be made this week; therefore there is no need for the lawsuit to proceed at this time.

Mr. Bassi reported the easements for the Valley View Sewer extension project have been mailed to the property owners. Mr. Bassi reported the Authority will obtain the easements by eminent domain for any property owner not executing the easement agreement. Mr. Bassi gave an overview of the condemnation procedure. At this time there is one property owner that the Authority will begin the condemnation process and recommended the adoption of the resolution in order for the process to begin.

A Motion was made by Mr. Grimm seconded by Mr. Byrne to adopt Resolution No. 05-11-11 to initiate condemnation proceedings against property owners Robert and Diane Augustine at tax parcel no. 540-002-00-00-0038-00. The Motion carried unanimously.

Mr. Bassi reported on the terms and conditions of the loan commitment agreement presented by the Charleroi Federal Bank for project financing for the Valley View Sewer extension project. Mr. Bassi recommended adoption of the Resolution.

A Motion was made by Mr. Grimm seconded by Mr. Byrne to adopt Resolution No. 06-11-11 to execute the Charleroi Federal Bank commitment letter for project financing of the Valley View Sewer extension project in the amount of \$600,000 at 4% for a 15-year term. The Motion carried unanimously.

Mr. Bassi reported he and Management are working on a grinder pump agreement for the property owners of the Valley View Sewer extension project that are required to have a grinder pumps.

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

Mr. Stanton reported the Part II permit for the Valley View Sewer Extension project has been issued. A pre-construction was scheduled for November 9, 2011 with the Contractor for Component A and construction will commence shortly thereafter.

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

Mr. Miskis reported on the status of the Friar Lane Pilot Program. The testing began last week and there have been several substantial sources of infiltration detected. Mr. Parks will attend the December meeting to update the Board.

Mr. Miskis reported the Chairman, Mr. Jacobs has decided to resign from the Board after 18 years of service. The Township will be advised for their acceptance.

Mr. Miskis reported on the draft 2012 Budget highlights, and recommended postponing a rate increase until 2013. The primary reason why the increase can be postponed is the vacant maintenance position will not be filled while an individual is on extended sick leave. The final draft will be distributed prior to the November 29<sup>th</sup> Budget meeting.

Mr. Miskis reported the request for proposals for engineering services for the Donaldsons Crossroads treatment plant replacement project have been mailed to seven engineering firms. Two interviews have been held and three others are scheduled. The proposals are due on December 9, 2011, and presentations to the Board will be scheduled thereafter.

Mr. Miskis reported on the status of the Brush Run WPCP Wet Weather Improvement project. The General Contractor Galway Bay submitted Pay Request No. 4 in the amount of \$40,765.84. CET has reviewed and recommended payment. The request is on the Construction Fund Requisition for approval.

Mr. Miskis reported that as directed by the Board, Management has developed a draft policy governing the Authority's ownership and maintenance responsibility of individual grinder pumps and force mains where existing dwelling served by on-lot systems are mandated to connect to the public system. Mr. Bassi will review and a final resolution will be presented next meeting.

Mr. Miskis distributed for Board review the draft grinder pump agreements for the dwellings required to connect via grinder pumps for the Valley View Sewer extension project. Mr. Bassi will review and a final agreement will be presented next meeting.

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

Mr. Chucuddy reported the grant money was obtained from the Heinz Foundation for the Township to do a study for the conversion of gas or other alternative fuels. The Authority is part of the study. Mr. Chucuddy met with the Engineer and provided all the pertinent data.

Mr. Chucuddy reported that Robinson Pipe Cleaning Company has completed the last item in their contract for the 2011 Sanitary Sewer Rehabilitation Project. There is an invoice presented for payment in the amount of \$34,192.28. There will be one additional invoice for the project of \$11,105.00. We plan to leave the line item contract open in the event there are items encountered in the Friar Lane Pilot Program that we can address through the contact.

**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 October 31, 2011.

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

A Motion was made by Mr. Grimm and seconded by Mr. Bryne to approve disbursements in the amount of \$396,695.43 from the following funds:

<u>Fund</u>	<u>Disbursement</u>	<u>Total</u>
Operating	Checks: 19833-19901	\$86,893.50
Quarterly	Debt Payment to DSF	\$187,441.88
Payroll	Transfer from Operating to Payroll fund	\$60,000.00
Developer	Transfer to Operating	\$1,556.09
Construction Fund	Req. 14-11	\$40,765.84
CIRF	Req. 103 -11	\$20,038.12
	<b>Total</b>	<b>\$396,695.43</b>

The Motion carried unanimously.

**OTHER BUSINESS:**

A Motion was made by Mr. Byrne and seconded by Mr. Grimm to adjourn the meeting at 8:45 p.m. The Motion carried unanimously.

Respectfully Submitted,

Patricia L Mowry

MOTIONS SUMMARY

MOTION NO.	MOVED	SECOND	MOTION SUMMARY TABLE	VOTE
1	Grimm	Blazek	Approve Minutes of the October 11, 2011 meeting	Approved
2	Grimm	Byrne	Adopt Resolution No. 05-11-11 Authorize Condemnation Proceeding against Robert and Diane Augustine	Approved
3	Grimm	Byrne	Adopt Resolution No. 06-11-11 to approve and execute commitment letter with Charleroi Federal Savings Bank for the Valley View Sewer Extension project financing.	Approved
4	Grimm	Byrne	Approve disbursements in the amount of \$396,695.43	Approved
	Byrne	Grimm	Adjourn the Meeting at 8:45 p.m.	Approved