

**PETERS TOWNSHIP  
SANITARY AUTHORITY**

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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**

**December 13, 2011**

#### **ROLL CALL:**

**REVIEW OF MINUTES FOR APPROVAL:** Minutes of November 8 and 29, 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 November 30, 2011

#### **PAYMENT OF BILLS & REQUISITIONS:**

#### **OTHER BUSINESS:**

1. Acceptance of Consulting Engineer's Annual Report
2. Advertise for Bids for Valley View Drive Sewer Extension Phase 2
3. Acceptance of Tuscany Plan of Lots, planned Sewage Flows of 9,200 gpd (23 EDUs)
4. Acceptance of Barrmill Estates Sanitary Sewer Installation for Ownership
5. Acceptance of proposed Sewage Flows from Giant Eagle Get-Go Car Wash of 4,293 GPD (10.7EDUs)

#### **ADJOURNMENT:**

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**REGULAR MEETING**

**December 13, 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, David G. Blazek and Michael P. Crall. Also present were Keith Bassi, Solicitor, Jason E. Stanton, Lennon Smith Souleret Engineering, Inc. (LSSE), James J. Miskis, Manager, Mark A. Chucuddy, Assistant Manager, Gary Parks, Special Projects Manager and Patricia Mowry, Financial Controller.

**APPROVAL OF MINUTES:**

A Motion was made by Mr. Byrne seconded by Mr. Grimm to approve the minutes of November 8th 2011 meetings as prepared by Patricia Mowry, with minor corrections. The Motion carried unanimously.

A Motion was made by Mr. Byrne seconded by Mr. Grimm to approve the minutes of November 29th 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 escrow funds requested from PNC Bank for the Hidden Brook Development have been received. The Authority has requested the balance of the funds with a due date of December 15, 2011.

Mr. Bassi reported all of the easements for the Valley View Sewer extension project have been executed with the exception of 2 properties. The one property is in the process of establishing an estate and Mr. Bassi will obtain the easement once that is completed, and as Mr. Bassi reported last month the condemnation has been filed against property owners Robert and Diane Augustine at tax parcel no. 540-002-00-00-0038-00. The deadline for preliminary objection will be expiring soon, and then a Board of View hearing will be scheduled.

Mr. Bassi reported the Developer for Tuscany Estates provided the sewer line right of ways for all the off-site properties which the proposed sewer extension will cross. Upon review there is an issue with the quality of title and the validity of the easement is in question. Mr. Bassi is waiting for the Developer's attorney to respond. Mr. Bassi will provide an opinion letter regarding this issue.

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

Mr. Miskis reported the 2012 budgeted sewer rehabilitation project will be the chemical grouting and point repairs to the sewers tributary to the Stratford Manor Pump Station located in the DC Sewer System.

Mr. Miskis reported based on the information provided at the October 6, 2011 ALCOSAN Basin Planning meeting the improvements for the Upper St. Clair's Point of Connection C-55-02 was indentified. The Authority's Marella Manor customers discharge to this connection and the Authority is responsible for approximately 3% of the improvement cost. Applying a broad rule of thumb estimate the project cost is envisioned at \$9 million and the Authority's share would be approximately \$270,000.

Mr. Miskis reported the State Legislature amended the public bidding thresholds for Municipal Authorities effective January 1, 2012. The existing threshold of \$10,000 has been increased to \$18,500, with an automatic annual CPI escalation of up to 3%.

Mr. Miskis reported the status of the policy development regarding the building sewer repair program.

Mr. Parks gave a presentation on the findings regarding the rain fall simulation testing for the Friar Lane Pilot program. A considerable number of substantial leaks were identified and several properties were unable to be tested. Additional testing will be performed on several properties when an actual rain event occurs to compare the results of the simulation testing. Mr. Parks had distributed a memo to the Board summarizing the findings. The next step in the process will be to categorize the repairs and decide what repairs will be done by the Authority staff and what will be contracted out. After the repairs are completed all properties will be re-tested.

Mr. Miskis reported until the issue with the right of ways is resolved he recommended postponing the acceptance of the sewage flows for the Tuscany Estates. Mr. Miskis indicated the Authority has been requesting from the Developer the assignment of right of ways for the past three years.

Mr. Miskis reported four of the seven engineer firms submitted proposals for engineering services for the Donaldsons Crossroads treatment plant replacement project. Management recommended interviewing all four firms in late January. The review committee will meet prior to the Board interviews.

Mr. Miskis reported on the status of the Brush Run WPCP Wet Weather Improvement project. The General Contractor Galway Bay submitted Pay Request No. 5 in the amount of \$190,698.84. CET has reviewed and recommended payment. The request is on the Construction Fund Requisition for approval.

Mr. Miskis reported there will be a change order to the Electrical Contract to address the relocation of electrical conduit feeding power to the Belt Filter Press drain pump station. The change order will be on a time and material basis for approximately \$1,500.

Mr. Miskis reported the easements for the Valley View Sewer Extension project have been secured with the exception of the one Mr. Bassi reported. Management at Workshop No. 3 had made an offer to the residents if all easements were obtained, then Management would recommend to the Board to apply all grant funds to Component C, lowering the special purpose tapping fee. Mr. Miskis made the request of the Board since most were obtained.

A Motion was made by Mr. Crall seconded by Mr. Grimm to allocate the Valley View Sewer Extension H2O and LSA grant funds 100% to Component C. The Motion carried unanimously.

Mr. Miskis reported the right of way was obtained for the future sewer extension to serve all of Clara Lane. Management recommended amending the current design to include this segment of sewer. The design fee would be \$1,800 and the construction cost would be approximately \$30,000. Both fees would be charged to a future special purpose tapping fee for the Clara Lane properties.

A Motion was made by Mr. Byrne seconded by Mr. Crall to approve LSSE's amendment to Service Order 273-039 for the Valley View Sewer Extension design engineering for an amount not to exceed \$1,800 for revisions associated with the Gustine property in order to provide sewage service in the future to Clara Lane. The Motion carried unanimously.

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

Mr. Stanton presented the Annual Engineers report. Mr. Stanton stated he believes the Authority has met all the requirements in the trust indenture for 2011 budget year and the 2012 Budget will meet all the requirements. Mr. Stanton recommended approval of the engineer's report

A Motion was made by Mr. Grimm and seconded by Mr. Crall to approve LSSE Annual Engineers Report. The Motion carried unanimously.

Mr. Stanton reported that once Upper St. Clair submits a feasibility study regarding the improvement required to the interceptor, PTSA will need to review and comment. Once the feasibility study is acceptable, PTSA will make a recommendation to the Township to approve a Resolution by July 2012 acknowledging the joint effort by municipalities as required by ALCOSAN. Mr. Stanton will continue to request the information from Upper St. Clair.

Mr. Stanton reported the sanitary sewer installation for the Crossing Six Revised development is completed and requested approval to prepare the as-built drawings. Mr. Miskis recommended approval and stated the expenses incurred will be charged to the Developer.

A Motion was made by Mr. Grimm and seconded by Mr. Byrne to approve LSSE Service Order for As-Built drawings for the Crossings Six Revised development for an amount not to exceed \$2,200. The Motion carried unanimously.

Mr. Stanton reported the Valley View Sewer Extension project Phase 1 for Component A has begun and is expected to be completed by March 2012.

Mr. Stanton reported the revisions from residents' comments are almost completed for the Valley View Sewer Extension project Phase 2 (Components B & C). Mr. Stanton requested authorization to bid the contract for Phase 2 with bids to be opened February 6, 2012.

A Motion was made by Mr. Grimm and seconded by Mr. Byrne to authorize the contract bidding for Phase 2 (Components B & C) of the Valley View Sewer Extension. The Motion carried unanimously.

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

Mr. Chucuddy reported he has reviewed the estimated sewage flows for planning purposes from the proposed Giant Eagle Get-Go Car Wash. Said flows will be tributary to our Brush Run WPCP and capacity is available. Management recommended the Board accept the proposed sewage flows.

A Motion was made by Mr. Byrne and seconded by Mr. Grimm to accept the proposed sewage flows from the Giant Eagle Get-Go Car Wash of 4,293 GPD(10.7 EDU's). The Motion carried unanimously.

Mr. Chucuddy reported the developer for the Barrmill Estates sanitary sewer extension has met all the requirements contained in the Developers Construction Agreement for acceptance of the sanitary sewers by the Authority. Management recommended acceptance of the public sanitary sewers for ownership.

A Motion was made by Mr. Grimm and seconded by Mr. Byrne to accept the Barrmill Estates sanitary sewers for ownership. The Motion carried unanimously.

**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 November 30, 2011.

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

A Motion was made by Mr. Crall and seconded by Mr. Grimm to approve disbursements in the amount of \$431,352.04 from the following funds:

<u>Fund</u>	<u>Disbursement</u>	<u>Total</u>
Operating	Checks: 19916-19996	\$129,070.48
Operating	Transfer for Health Equity Acct for Administrative Employees – 2012	\$12,500.00
Payroll	Transfer from Operating to Payroll fund	\$60,000.00
Developer	Transfer to Operating	\$1,430.24
Developer	Barrmill Estates Escrow & Performance Security Release	\$6,161.18
Construction Fund	Req. 15-11	\$190,698.84
CIRF	Req. 104 -11	\$31,491.30
	<b>Total</b>	<b>\$431,352.04</b>

The Motion carried unanimously.

**OTHER BUSINESS:**

A Motion was made by Mr. Grimm and seconded by Mr. Byrne to adjourn the meeting at 8:38 p.m. The Motion carried unanimously.

Respectfully Submitted,

Patricia Mowry

## MOTIONS SUMMARY

<b>MOTION NO.</b>	<b>MOVED</b>	<b>SECOND</b>	<b>MOTION SUMMARY TABLE</b>	<b>VOTE</b>
1	Byrne	Grimm	Approve Minutes of the November 8, 2011 meeting	Approved
2	Byrne	Grimm	Approve Minutes of the November 29, 2011 meeting	Approved
3	Crall	Grimm	Approve to allocate the Valley View Sewer Extension H2O and LSA grant funds 100% to Component C.	Approved
4	Byrne	Crall	Approve Lennon, Smith, Souleret Engineering, Inc., Amendment to Service Order 273-039 for the Valley View Sewer Extension Design Engineering for an amount not to exceed \$1,800.	Approved
5	Grimm	Crall	Approve Lennon, Smith, Souleret Engineering, Inc., Annual Engineers Report	Approved
6	Grimm	Byrne	Approve Lennon, Smith, Souleret Engineering, Inc., Service Order for As-Built drawings for the Crossing Six Revised development for an amount not to exceed \$2,200	Approved
7	Grimm	Byrne	Authorize the contract bidding for Phase 2 of the Valley View Sewer Extension	Approved
8	Byrne	Grimm	Accept the sewage flows from the Giant Eagle Get-Go Car Wash of 4,293 GPD (107 EDU's)	Approved
9	Grimm	Byrne	Accept the Barrmill Estates sanitary sewers for ownership	Approved
10	Crall	Grimm	Approve disbursements in the amount of \$431,352.04	Approved
11	Grimm	Byrne	Adjourn the Meeting at 8:38 p.m.	Approved