

**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, Administrative Assistant

AGENDA

REGULAR MEETING

JULY 10, 2012

ROLL CALL:

REVIEW OF MINUTES FOR APPROVAL: Minutes of June 26, 2012

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 May 31, 2012

PAYMENT OF BILLS & REQUISITIONS:

OTHER BUSINESS:

1. Execution of Addendum No. 1 to MOU with USC for the Deerfield Manor service area
2. LSSE Service Order Request for Hidden Brook
3. Award Uniform Contract

ADJOURNMENT:

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REGULAR MEETING

July 10, 2012

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 David G. Blazek, Terrence G. Byrne, and Rebecca W. Kaminsky. Also present were Keith 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 was Eric S. Grimm and Michael P. Crall, Board Members.

APPROVAL OF MINUTES:

A Motion was made by Mrs. Kaminsky and seconded by Mr. Byrne to approve the minutes of June 26, 2012 meeting as prepared by Patricia Mowry. The Motion carried unanimously.

VISITORS:

SOLICITOR'S REPORT:

Mr. Bassi reported Heartland Homes requested a permit for the Hidden Brook development. Mr. Bassi reviewed with the Board that previously the Authority took the position that no new taps were going to be issued for that development without the replenishment of the escrow account deficit of \$35,000. The permit application was returned with a copy of Mr. Bassi's March 8, 2012 letter.

Mr. Bassi reported on the Valley View sewer line extension project condemnation issue with Robert and Diane Augustine at tax parcel no. 540-002-00-00-0038-00. The Board of View hearing date is set for August 16, 2012. Mr. Bassi will prepare a memo on the procedures for the hearing and coordinate with Management and the Authority's Appraiser. The construction has already occurred on the property.

ENGINEER'S REPORT: Copy on file.

Mr. Stanton reported the Part II Permit application has been drafted for the Tuscany Plan. The Authority will submit the application and charge the Developer's escrow for the \$500 permit fee.

Mr. Stanton reported a meeting was held with the Waterdam Village Developer to discuss potential alternatives regarding the Authority's Giant Oaks interceptor, which runs through the center of the property.

Mr. Stanton reported the status of the Valley View Sewer Extension Phase 1. The project was substantially complete on June 16, 2012. The Contractor had made several requests to the Authority to consider. The request for the increase due to material change on piping size was

denied. The contract documents are very specific regarding that the contractor bears the cost for any change in material. A request for time extension (45 days) has been received. A response has been provided (23 days) recommending 21 days or April 2, 2012. LSSE has responded to Bella's request for additional time. LSSE has advised that a time extension to June 16, 2012 (completion of testing) would be provided in the final change order; PTSA would not pursue Liquidated Damages provided that the slope stabilization is completed in a timely fashion and that Bella reimburses PTSA for engineering cost overages.

Mr. Stanton reported on the status of the Valley View Sewer Extension project Phase 2 construction. The project is approximately 20% complete. Mr. Stanton has reviewed and recommended Pay Request No. 1 in the amount of \$188,095.22. The request is on the Capital Improvements Fund Requisition for approval.

Mr. Stanton reported LSSE had previously completed the design for the Hidden Brook Development sewer repair. The repair will need to be undertaken soon while the conditions are dry. Management recommended approval of LSSE's Service Order amendment for construction phase services.

A Motion was made by Mrs. Kaminsky and seconded by Mr. Byrne to approve LSSE's Service Order amendment for the Hidden Brook Development sewer repair for construction phase services in the amount not to exceed \$5,000. The Motion carried unanimously.

Mr. Stanton reported he submitted to Management the draft specifications for the sewer line repairs for the Friar Lane Pilot program. The project is expected to be advertised and bids opened on August 7, 2012 and awarded at the August 15th Board meeting. The work is expected to be completed by October 2012.

Mr. Stanton reported one of the Highway Occupancy Permits for the Donaldsons Crossroads Wastewater Treatment Plant project was approved for the 1-year extension. It is expected the other one will be approved for the extension as well.

Mr. Stanton reported Management approved Task 1 – The Project Management Plan for the design of Donaldsons Crossroads Wastewater Treatment Plant replacement project. The project initiation meeting was held on July 9, 2012.

MANAGER'S REPORT: Copy on file.

Mr. Miskis reported the installation of the Waterdam Pump Station government surplus generator and the new automatic transfer switch was completed.

Mr. Miskis reported he has requested from Upper Saint Clair's (USC) more information regarding the draft feasibility report for wet weather issues due to ALCOSAN by July 30, 2012. There was a one page letter that was submitted by USC, which did not provide enough detail for Management to make a recommendation or to plan for the required upgrades, therefore the Authority will not be executing the Resolution requested by ALCOSAN acknowledging the report. The Authority is not part of the consent decree, and USC will probably submit the report without PTSA's approval. Management sent a letter to the Township stating the Authority's position.

Mr. Miskis reported the Montour Trail Council (MTC) submitted drawings for the trail extension at the Brush Run WWTP driveway for the Authority's review. Management responded by letter

listing the Authority's concerns. The bridge's abutment is still designed to extend over our 24-inch diameter outfall sewer. The Authority has been objecting to this since the drafts were provided in 2000. The Authority continues to have safety concerns due to the combination of the 5% slope of the bridge, and limited site distance when crossing the Authority's driveway. The MTC has requested to be placed on the Authority's August Board Meeting Agenda.

Mr. Miskis reported the Annual Board facilities tour will be held on August 7th at 5:00.

Mr. Miskis reported there is a design error with the Brush Run WPCP Wet Weather Improvement project. When the clarifier was placed into service it was realized the elevations on the inlet weir gate were incorrect. CET is accepting responsibility for the error, and has offered to pay for the correction, but would like the Board to consider splitting the cost. The solution is to jack hammer the concrete out at the new clarifier inlet, and lower the gate about 1.25 feet. Galway Bay's estimate is correct the problem is \$6,581.85. Mr. Miskis recommended the Authority share the cost of the change order, considering the CET has accepted responsibility and considering the overall project has had very few change orders 1.1% of the bid price.

A Motion was made by Mr. Byrne and seconded by Mrs. Kaminsky to share the cost with CET for the change order for the Brush Run WPCP Wet Weather Improvement project resulting from the design error on the elevations. The Motion carried unanimously.

Mr. Miskis reported on the Contractor's status of the Brush Run WPCP Wet Weather Improvement project. The project was substantial complete on June 28th, only minor punch list items remain. Galway Bay submitted Pay Request No. 12 in the amount of \$116,635.25. CET has reviewed and recommended an addendum to the payment that would withhold \$42,000 from the pay request for liquidated damages. The recommended revised pay request would be \$74,635.25. The request is on the Capital Improvements Fund Requisition for approval.

Mr. Miskis reported the contract with CET for the Brush Run WPCP Wet Weather Improvement project did not include preparation of the record drawings. Management recommended approval of CET's proposal in the amount of \$4,477 to prepare recording drawing based on the new construction and \$1,194 for integrations of the 1993 project into the record drawings.

A Motion was made by Mrs. Kaminsky and seconded by Mr. Byrne to approve CET's proposal in the amount of \$5,671; \$4,477 for preparation of the Brush Run WPCP Wet Weather Improvement project record drawings and \$1,194 for the integration of the BR 1993 project into the drawings. The Motion carried unanimously

Mr. Miskis reported previously the Board approved the Addendum No. 1 for a time extension to January 1, 2013 to the Memorandum of Understanding with USC to provide service to USC's Deerfield customers. USC has executed the addendum and now the Authority will need to execute it.

A Motion was made by Mrs. Kaminsky and seconded by Mr. Byrne to execute Addendum No.1 to the Memorandum of Understanding with the Upper St. Clair extending the term of the agreement to January 1, 2013. The Motion carried unanimously.

ASSISTANT MANAGER'S REPORT: Copy on file

Mr. Chucuddy reported the integration of the BR SCADA system has been complete.

Mr. Chucuddy reported as part of the bargaining unit agreement the Authority supplies uniforms. The current contract is with Cintas and will expire August 17, 2012. A public advertisement was placed and three proposals were received. Mr. Chucuddy presented a summary of cost and recommended award of a three-year contract to Cintas.

A Motion was made by Mr. Byrne and seconded by Mrs. Kaminsky to award the three-year uniform rental contract to Cintas based on the fees quoted in the proposal. 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

Mrs. Mowry reported the required H2O grant audit for the Brush Run WPCP Wet Weather Improvement project has been completed and the Auditor will file the necessary paper work with the State.

FINANCIAL STATEMENT REVIEW: Month ending June 30, 2012.

PAYMENT OF BILLS & REQUISITIONS: Copy on File

A Motion was made by Mrs. Kaminsky and seconded by Mr. Byrne to approve disbursements in the amount of \$417,129.70 from the following funds:

<u>Fund</u>	<u>Disbursement</u>	<u>Total</u>
Operating	Checks: 20505-20574	\$55,537.87
Operating to PR Developer	Transfer from Operating to Payroll fund	\$60,000.00
	Transfer to Operating	\$2,390.36
CIRF	Requisition No. 111-12	\$295,875.70
Charleroi Loan Fund	Requisition No.1-12	\$3,325.77

The Motion carried unanimously.

OTHER BUSINESS:

A Motion was made by Mr. Byrne and seconded by Mrs. Kaminsky to adjourn the meeting at 7:50 p.m. The Motion carried unanimously.

Respectfully Submitted,

Patricia L. Mowry

MOTIONS SUMMARY

MOTION NO.	MOVED	SECOND	MOTION SUMMARY TABLE	VOTE
1	Kaminsky	Byrne	Approve Minutes of June 26, 2012	Approved
2	Kaminsky	Byrne	Approve Lennon, Smith, Souleret Engineering, Inc. Service Order amendment for the Hidden Brook Development sewer repair for construction phase services in the amount not to exceed \$5,000.	Approved
3	Byrne	Kaminsky	Approve to share cost with CET Engineering for the change order for the Brush Run WPCP Wet Weather Improvement project resulting from the design error on the elevations.	Approved
4	Kaminsky	Byrne	Approve CET Engineering proposal in the amount of \$5,671; \$4,477 for preparation of the Brush Run WPCP Wet Weather Improvement project record drawings and \$1,194 for the integration of the BR 1993 project into the drawings	Approved
5	Kaminsky	Byrne	Execute Addendum No. 1 to the Memorandum of Understanding with Upper St. Clair extending the term of the agreement to January 1, 2013	Approved
6	Byrne	Kaminsky	Award the three-year uniform rental contract to Cintas based on the fees quoted in the proposal	Approved
7	Kaminsky	Byrne	Approve disbursements in the amount of \$417,129.70	Approved
8	Byrne	Kaminsky	Adjourn the Meeting at 7:50 p.m.	Approved