

**PETERS TOWNSHIP
SANITARY AUTHORITY**

111 BELL DRIVE
McMURRAY, PA 15317-3415
PHONE: 724-941-6709
FAX: 724-941-2283
Web Site: ptsaonline.org



AGENDA

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

REGULAR MEETING

OCTOBER 9, 2012

ROLL CALL:

REVIEW OF MINUTES FOR APPROVAL: Minutes of September 11, 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 September 30, 2012

PAYMENT OF BILLS & REQUISITIONS:

OTHER BUSINESS:

1. Agreement with Lennon, Smith, Souleret Engineering, Inc. for Donaldson Crossroads Plant Replacement Project Final Design.
2. CET-GHD Engineering Services for Proposal for Donaldson Crossroads Plant Replacement Project Value Engineering and Pennvest Second Opinion Review.
3. Resolution Establishing Valley View Sewer Extension Project (Component C) Final Special Purpose Tapping Fee (tentative).
4. Execution of Valley View Sewer Ext. Project Grinder Pump Agreements.
5. Authorization for Manager to executed future Valley View Sewer Ext. Project Grinder Pump Agreements.
6. Acceptance of Robinson Pipe Clearing Company proposal for Stratford Manor trenchless repairs.
7. Approval to enter into Developers Construction Agreement with Ted McLaughlin for the McLaughlin/Weaver/Brula Plan.
8. Executive Session for Personnel Matters.

ADJOURNMENT:

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REGULAR MEETING

October 9, 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, Eric S. Grimm, 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 Mowry, Financial Controller. Absent from the meeting was Michael P. Crall, Board member.

APPROVAL OF MINUTES:

A Motion was made by Mr. Byrne and seconded by Mrs. Kaminsky to approve the minutes of September 11, 2012 meeting as prepared by Patricia Mowry. The Motion carried unanimously.

VISITORS:

1. Mr. Frailey, 175 Irishtown Road Ext.
RE: Valley View Sewer Extension Project

SOLICITOR'S REPORT:

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 30-day appeals period has ended and no appeal has been filed of record. The award of \$7,800 is on the requisition for payment to the Augustine's.

Mr. Bassi reported he has reviewed the proposed claims for extras submitted by the Contractor, Glenn Johnston, for the Valley View Sewer Extension Project Phase 2. Mr. Bassi is working with Management to evaluate the Authority's position in preparation for any legal action required.

Mr. Bassi reported he prepared a memorandum of understanding to be forwarded to the Laborers District Council of Western PA. for their execution regarding an extension of medical leave requested by one of the union employee's that is currently on medical leave.

ENGINEER'S REPORT: Copy on file.

Mr. Stanton reported the Valley View Sewer Extension Phase 1 project is completed, including all punch list items. Mr. Stanton recommended approval of Change Order No. 1 for the time extension and for a decrease in contract price in the amount of \$17,147.50. The decrease in price was the result of the adjusted contract amount based on measurements of in-place quantities.

A Motion was made by Mrs. Kaminsky and seconded by Mr. Byrne for approval of Bella Enterprises Inc., Change Order No. 1 for the time extension to June 16, 2012 and for a decrease in contract price in the amount of \$17,147.50 as result of change in measurement of in-place quantities. The Motion carried unanimously.

Mr. Stanton has reviewed and recommended Bella Enterprises Inc. Pay Request No. 3/Final in the amount of \$26,501.12, subject to the Contractor's agreed upon reimbursement to the Authority for engineering expenses incurred for failure to meet the contract's time period. The request is on the Capital Improvements Fund Requisition for approval.

A Motion was made by Mr. Byrne and Mr. Grimm for approval of Bella Enterprises Inc., pay request No. 3/Final, subject to the Authority's reimbursement for engineering expenses in the amount of \$ 6,838.68. The Motion carried unanimously.

A Motion was made by Mr. Grimm and seconded by Mrs. Kaminsky at 7:12 p.m. to enter into Executive Session to discuss the Valley View Sewer Extension Project Phase 2 and potential litigation. The Motion carried unanimously.

Executive Session ended at 8:04 p.m.

Mr. Stanton presented for execution the detailed design agreement for the Donaldsons Crossroads Wastewater Treatment Plant replacement project. The detail design agreement was modified to include requirements of the LSA grant. Management recommended approval of the detailed design agreement.

A Motion was made by Mrs. Kaminsky and seconded by Mr. Grimm for approval of Lennon Smith Souleret Engineering, Inc. detailed design agreement for the Donaldsons Crossroads Wastewater Treatment Plant replacement project. The Motion carried unanimously.

MANAGER'S REPORT: Copy on file.

Mr. Miskis presented a summary of project cost breakdown for all of the components of the Valley View Drive Sewer extension project. The total cost to date for all components is \$1,251,515. Mr. Miskis reported Component B was previous set at \$870 at the August Board Meeting and recommended setting by resolution Component C at \$ 2,330 and Clara Lane at \$1,830. The total Special Purpose Tapping Fee due per property for the 46 existing and future subdivisions properties of the Valley View Sewer Extension project is \$3,200 and for 20 existing and future subdivisions properties of Clara Lane is \$2,700.

A Motion was made by Mr. Grimm and seconded by Mrs. Kaminsky to approve Resolution No. 04-10-12, the Special Purpose Part Tapping Fee for Component C of the Valley View Drive Sewer Extension in the amount of \$2,330. The Motion carried unanimously.

A Motion was made by Mr. Grimm and seconded by Mrs. Kaminsky to approve Resolution No. 05-10-12, the Special Purpose Part Tapping Fee for Clara Lane of the Valley View Drive Sewer Extension in the amount of \$1,830. The Motion carried unanimously.

Mr. Miskis reported the Donaldsons Crossroads WPCP NPDES draft permit was published in the PA Bulletin on September 15, 2012. Any comments are due by October 15, 2012. Mr. Garber of Babst, Calland, Clements, our environmental counsel, is in the process of preparing comments.

Mr. Miskis reported he approved LSSE Service Order request No. 273-043 for the Donaldsons Crossroads interceptor flow monitoring for an amount not to exceed \$3,600.00. This is being performed to conduct a quality assurance check of the plant's flow meters for plant design effort.

Mr. Miskis reported the Budget Workshop will be held December 4, 2012 at 7:00 p.m.

Mr. Miskis reported in preparation of the 2013 Budget the current electrical power agreements were evaluated. In 2010, the Authority locked in the power generation expenses with On-Demand Energy for 30-months on lift station and office and for 36-months on the treatments plants. However, in 2012 rates for power generation started to come down. On-Demand energy was willing to cancel the existing agreement on the lift stations and office, but was unwilling to change the agreement for treatment plants. Management recommended entering into a new agreement with First Energy Solutions for power generation for the lift stations and the office at the proposed rate of \$0.513, which is a 16% decrease from the previous rate of \$0.613.

A Motion was made by Mr. Grimm and seconded by Mrs. Kaminsky to purchase power from First Energy Solutions for the lift stations and the administration office for a 18-month time period at \$0.513 per kWh. The Motion carried unanimously.

Mr. Miskis reported on the status on the design of the Donaldsons Crossroads Wastewater Treatment Plant replacement project. Progress elements discussed were favorable revisions to the preliminary NPDES limits, which would allow smaller aeration tank volumes. The approach taken would be to only construct capacity to meet the revised limits, while designing to facilitate future capacity expansion and more strict NPDES limits. Thereby reducing the current plant upgrade's cost. At the Authority's request the Design Team will be performing a 30-day sampling program to help characterize the influent composition. The Authority will pay directly for the laboratory analysis which is estimated at \$23,000.

Mr. Miskis reported the Township's review comments from the Act 537 Plan review requested that a value engineering review be included in the overall Donaldsons Crossroads Wastewater Treatment Plant replacement project. Furthermore, PENNVEST loans over \$10 million dollars require a Second Opinion Review. Mr. Miskis recommended conducting an abbreviated review at 30% completion to satisfy the PENNVEST requirements, and to conduct a more detailed review at the 60% completion stage. CET-GHD was the second highest ranked firm in the DC Design proposal review; thereby the Authority invited them to submit a proposal for the Value Engineering and the PENNVEST Second Opinion Review. CET-GHD submitted a proposal for cost-plus expenses based on a not-to-exceed amount of \$60,000. Mr. Miskis requested CET-GHD revise the scope of the PENNVEST review in order to lower the fee closer to the Authority's budget estimate of \$50,000. Mr. Miskis is waiting for CET's response.

Mr. Miskis reported on the status of the Brush Run WPCP Wet Weather Improvement project. The project is complete. CET and Management recommended approval of Pay Request No. 14/Final payment in the amount of \$42,000, which was the retainage amount that was retained. The request is on the Capital Improvements Fund Requisition.

Mr. Miskis reported the Brush Run WPCP Wet Weather Improvement project Electrical Contractor, Lone Pine, submitted a request for five change orders. CET has denied all with the exception of one identified as Change Order No. 3 in the amount of \$625.00 pertaining to wiring of two switches not shown on the contract drawings. When the Change Order No. 3 is properly submitted it will be recommended for payment.

Mr. Miskis recommended CET Engineering Services Amendment No. 2 in the amount of \$4,000 for the construction phase for the Brush Run WPCP Wet Weather Improvement project, for the purpose of dealing with the electrical contractor's claims for extras and project closeout. The amended budget was \$178,000, and with this amendment the total budget for construction phase services will be \$182,000.

A Motion was made by Mr. Byrne and seconded by Mrs. Kaminsky for CET Engineering Services Amendment No. 2 for the Brush Run WPCP Wet Weather Improvement project in the amount of \$4,000 to the construction phase budget of \$178,000, increasing the budget to \$182,000. The Motion carried unanimously.

Mr. Miskis reported the status of the design flaw with the new clarifier's effluent weirs being set one foot too high that was detected after start up of Clarifier No. 3. CET and Management have discussed several solutions. CET is accepting full responsibility for the problem, and will attend a future Board meeting to discuss the solution and to assure the Board the problem will be resolved to the Authority's satisfaction at no cost to the Authority.

Mr. Miskis reported several of the properties in the Valley View Sewer Extension project required grinder pumps to be installed. The Solicitor and Board previously recommended a grinder pump agreement be executed by each property owner. Mr. Miskis recommended for execution three agreements and propose the Board authorize Management to execute future agreements with the property owners.

A Motion was made by Mr. Byrne and seconded by Mr. Grimm to execute grinder pump agreements for the Valley View Sewer Extension project for 154, 172 & 178 Irishtown Road Ext. The Motion carried unanimously.

A Motion was made by Mr. Byrne and seconded by Mrs. Kaminsky to authorize the Authority Manager to execute any future grinder pump agreements for the Valley View Sewer Extension project. The Motion carried unanimously.

ASSISTANT MANAGER'S REPORT: Copy on file

Mr. Chucuddy reported the developer of the McLaughlin/Weaver/Brula Plan have an approved sewer drawing, have the required right of way granted from the adjoining property owner, and have provided all necessary deposits with the Authority necessary for the installation of the public sewers. Mr. Chucuddy recommended execution of the right of way and the developer's construction agreement.

A Motion was made by Mr. Byrne and seconded by Mrs. Kaminsky to approve the right a way agreement between the PTSA and M/M Cuervo at 123 Bittersweet Circle for the McLaughlin/Weaver/Brula Plan. The Motion carried unanimously.

A Motion was made by Mrs. Kaminsky and seconded by Mr. Grimm to enter into the Developer's Construction Agreement with Ted McLaughlin for the McLaughlin/Weaver/Brula Plan. The Motion carried unanimously.

Mr. Chucuddy reported after televising the Stratford Manor sewers Robinson Pipe Cleaning Company has submitted the report. There are nine defects in seven segments that are serious defects and require addressing. Robinson Pipe Cleaning Company submitted a proposal upon Management's request for the trenchless repairs of these defects in the amount of \$16,600. Management recommended acceptance of the proposal.

A Motion was made by Mrs. Kaminsky and seconded by Mr. Byrne to accept Robinson Pipe Cleaning Company proposal for the trenchless repairs for the Stratford Manor sewers in the amount of \$16,600. The Motion carried unanimously.

Mr. Chucuddy reported the status of the Friar Lane Pilot Program. There were 24 properties identified and scheduled for repairs, 12 of the repairs have been completed, excluding driveway repairs. Out of the 12 properties, eight of them had additional repairs performed over and above those originally identified. To date total expenditures for the repairs are \$9,080, which includes material, 153 staff man hours and contracted labor. The contracted labor is available for another seven days and it is anticipated all the repairs will get completed. For any repairs not completed Management will utilize Oakdale Construction under their daily rate to complete the repairs.

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 September 30, 2012.

PAYMENT OF BILLS & REQUISITIONS: Copy on File

A Motion was made by Mr. Grimm and seconded by Mr. Byrne to approve disbursements in the amount of \$286,002.44 from the following funds:

<u>Fund</u>	<u>Disbursement</u>	<u>Total</u>
Operating	Checks: 20730-20802	\$112,615.60
Operating to PR	Transfer from Operating to Payroll fund	\$70,000.00
Developer	Transfer to Operating	\$323.31
CIRF	Requisition No. 114-12	\$103,063.53

The Motion carried unanimously.

OTHER BUSINESS:

A Motion was made by Mr. Grimm and seconded by Mrs. Kaminsky at 8:50 p.m. to enter into Executive Session to discuss personnel matters. The Motion carried unanimously.

Executive Session ended at 9:00 p.m.

A Motion was made by Mr. Byrne and seconded by Mrs. Kaminsky to adjourn the meeting at 9:10 p.m. The Motion carried unanimously.

Respectfully Submitted,

Patricia L. Mowry

MOTIONS SUMMARY

MOTION NO.	Moved	SECOND	MOTION SUMMARY TABLE	VOTE
1	Byrne	Kaminsky	Approve Minutes of September 11, 2012	Approved
2	Kaminsky	Byrne	Approve Bella Enterprises Inc. Change Order No. 1 for the time extension to June 16, 2012 and for a decrease in contract price in the amount of \$17,147.50 as result of change in measurement of in-place quantities	Approved
3	Byrne	Grimm	Approve Bella Enterprises Inc. pay request No. 3/Final, subject to the Authority's reimbursement for engineering expenses in the amount of \$6,838.68	Approved
4	Grimm	Kaminsky	Enter into Executive Session at 7:12 p.m. to discuss the Valley View Drive Sewer Extension Project Phase 2 and potential litigation	Approved
5	Kaminsky	Grimm	Approve of Lennon, Smith, Souleret Engineering, Inc. Detailed Design Agreement for the Donaldson Crossroads Wastewater Treatment Plant replacement project	Approved
6	Grimm	Kaminsky	Approve Resolution No. 04-10-12, the Special Purpose Part Tapping Fee for Component C of the Valley View Drive Sewer Extension in the amount of \$2,330.	Approved
7	Grimm	Kaminsky	Approve Resolution No. 05-10-12, the Special Purpose Part Tapping Fee for Clara Lane of the Valley View Drive Sewer Extension in the amount of \$1,830.	Approved
8	Grimm	Kaminsky	Approve to purchase power from First Energy Solutions for the lift stations and the administration office for an 18-month time period at \$0.513 per kWh.	Approved
9	Byrne	Kaminsky	Approve CET Engineering Services Amendment No. 2 for the Brush Run WPCP Wet Weather Improvement project in the amount of \$4,000 to the construction phase budget of \$178,000, increasing the budget to \$182,000	Approved

10	Byrne	Grimm	Execute grinder pump agreements for the Valley View Drive Sewer Extension project for 154, 172 & 178 Irishtown Road Ext.	Approved
11	Byrne	Kaminsky	Authorize Authority Manager to execute grinder pump agreements for the Valley View Drive Sewer Extension project for 152, 164, 168 & 170 Irishtown Road Ext.	Approved
12	Byrne	Kaminsky	Approve the Right of Way Agreement between the PTSA and M/M Cuervo at 123 Bittersweet Circle for the McLaughlin/Weaver/Brula Plan	Approved
13	Kaminsky	Grimm	Enter into the Developer's Construction Agreement with Ted McLaughlin for the McLaughlin/Weaver/Brula Plan	Approved
14	Kaminsky	Byrne	Accept Robinson Pipe Cleaning Company proposal for the trenchless repairs for the Stratford Manor sewers in the amount of \$16,600	Approved
15	Grimm	Byrne	Approve disbursements in the amount of \$286,002.44	Approved
16	Grimm	Kaminsky	Enter into Executive Session at 8:50 p.m. to discuss personnel matters	Approved
17	Byrne	Kaminsky	Adjourn the Meeting at 9:10 p.m.	Approved