

**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

NOVEMBER 13, 2012

ROLL CALL:

REVIEW OF MINUTES FOR APPROVAL: Minutes of October 9, 2012

VISITORS:

1. Ray Myers and Stan Chilson of CET-GHD regarding Brush Run WPCP clarifier weir elevations, and Donaldson Crossroads Plant Replacement Project Value Engineering proposal.

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, 2012

PAYMENT OF BILLS & REQUISITIONS:

OTHER BUSINESS:

1. CET-GHD proposal to provide Donaldson Crossroads Plant Replacement Project Value Engineering for a fee not-to-exceed \$53,000.
2. Execute Temporary Right of Way Easement and Transfer of Title of Grinder Pump for the Valley View Drive Sewer Project.
3. Accept proposed sewage flows of 400 GPD (1 EDU) from the Cora McMurray Plan of Lots Rev 2.
4. Grant variance for 105 Wallace Dr. to acquire service via an extended service lateral.

ADJOURNMENT:

SANITARY AUTHORITY

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REGULAR MEETING

November 13, 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, Michael P. Crall 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.

APPROVAL OF MINUTES:

A Motion was made by Mrs. Kaminsky and seconded by Mr. Crall to approve the minutes of October 9, 2012 meeting as prepared by Patricia Mowry. The Motion carried unanimously.

VISITORS:

1. Ray Myers and Stan Chilson of CET-GHD regarding the design error on the Brush Run WPCP clarifier weir elevations, and Donaldson Crossroads Plant Replacement Project Value Engineering proposal.

Mr. Myers and Mr. Chilson presented an overview of the design error that was discovered during start-up of the Brush Run new clarifier. The error is that the clarifier's effluent weirs were designed one-foot too high in elevation. That is one-foot higher than the existing clarifier weirs. Mr. Chilson stated that CET is accepting full responsibility for the error and will resolve the problem to the Authority's satisfaction. Mr. Chilson's stated that after performing extensive hydraulic modeling and evaluations he does not feel the error compromises the primary design objectives. As an interim solution the Authority has raised the existing clarifier's inlet gates 4-inches, and this appears to be providing a satisfactory flow distribution during both low flows and high flows. During the most recent storm at peak flows of 11 MGD performance of the new facilities was as expected. Mr. Chilson's recommendation is to leave the facilities as they were constructed. CET would be willing to enter into an agreement for an extended period of time which would allow the Authority to experience several wet weather events, and if any problems became apparent, due to the weir elevations design error CET would correct. Management is recommending this approach after many hours of hydraulic evaluations with Mr. Chilson and Mr. Myers.

A Motion was made by Mr. Byrne and seconded by Mrs. Kaminsky for Mr. Bassi to develop an agreement with Management and CET regarding any future issue that may arise because of the design error with the Brush Run Wet Weather project. The Motion carried unanimously.

Mr. Meyers presented CET-GHD proposal for the Donaldsons Crossroads Wastewater Treatment Plant replacement project value engineering. The scope of work is in three task, Task 1- Review of the technical memoranda and alternatives evaluation report, Task 2 – Basis of design and a 30%

design review, and Task 3 – 60% design documents review. Management recommended approval of the proposal.

A Motion was made by Mrs. Kaminsky and seconded by Mr. Grimm to approval CET-GHD proposal for the Donaldsons Crossroads Wastewater Treatment Plant replacement project value engineering for cost-plus expenses based on a not-to-exceed amount of \$53,500. The Motion carried unanimously.

Mr. Myers and Mr. Chilson left the meeting.

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 required petition was prepared and will be filed in order to distribute the proceeds of the condemnation to the Augustine's.

ENGINEER'S REPORT: Copy on file.

Mr. Stanton reported the Annual Engineer Performance review with Management will be held on December 4, 2012.

Mr. Stanton reported he and the Tuscan Developer's engineer have been coordinating a response to the PaDEP regarding the required Part II Permit. The response is due to the PaDEP by November 23, 2012.

Mr. Stanton reported the Valley View Sewer Extension Phase 1 construction contract with Bella Enterprises Inc. has been administratively closed.

Mr. Stanton reported a meeting was held with Glenn Johnston regarding the submitted change orders regarding Valley View Sewer Extension Phase II. Mr. Stanton recommended an Executive Session to discuss.

A Motion was made by Mr. Byrne and seconded by Mrs. Kaminsky at 7:50 p.m. to enter into Executive Session to discuss potential litigation. The Motion carried unanimously.

Executive Session ended at 8:00 p.m.

A Motion was made by Mr. Grimm and seconded by Mr. Byrne to approve Glenn Johnston Inc. Change Order No. 1 for the Valley View Sewer Extension Phase II, Contract No. 12-SI in the amount of \$20,267.36 as full and final settlement of the fifteen change orders submitted in the total amount of \$62,071.80. The Motion carried unanimously.

A Motion was made by Mr. Grimm and seconded by Mr. Crall to approve Glenn Johnston Inc. Change Order No. 2 for the Valley View Sewer Extension Phase II, Contract No. 12-SI for a decreased amount of \$96,611.82 associated with reconciliation of bid quantities versus in-place quantities. The Motion carried unanimously.

Mr. Stanton disclosed a potential conflict to the Board regarding the property owner of 901 Church Hill Road request regarding connection to the Valley View Drive grinder pump system. The property owner requested LSSE to prepare the construction drawings and to assist in obtaining construction bids for the low-pressure sewer extension to the Valley View Drive project. The

Board had no objections to LSSE performing the design work for the property owner. Management does not object, and stated the it would be more efficient for all parties.

Mr. Stanton reported on the progress on the design for the Donaldsons Crossroads Wastewater Treatment Plant replacement project. The first sweep of the Alternative Analysis report is due December 7, 2012. The second Board Meeting on January 22, 2012 will be held for the presentation of the Alternative Analysis.

MANAGER'S REPORT: Copy on file.

Mr. Miskis reported the one comment was submitted by the Authority's environmental counsel to PaDEP regarding the draft NPDES permit for the Donaldsons Crossroads WPCP. The comment pertained to the language and definition of industrial dischargers and the uncertainty of commercial dischargers. While the DEP did not change the language in the permit, they agreed with the Authority and stated in the Permit transmittal letter that sanitary sewer discharge from commercial dischargers does not transform the facilities into industrial dischargers.

Mr. Miskis distributed the first draft of the 2012 Budget Performance and the 2013 Budget request. Management recommended a rate increase be implemented in 2013 of 9%, and to be discussed at the scheduled December 4, 2012 budget meeting.

Mr. Miskis reported we purchase our power through First Energy and he is discussing with First Energy's consultant, SAIC, if they will consider our anoxic improvements at the Brush Run plant as an energy improvement project that would be eligible for reimbursement. The potential reimbursement if approved would be \$7,000 - \$8,000. Documentation required would be a detailed report prepared by CET Engineering documenting the process and identifying the actual energy savings. CET provided a cost proposal for an amount not to exceed \$1,000, however SAIC indicated they may not need such a detailed report, therefore CET's fee should decrease substantially.

Mr. Miskis reported on the status of the Donaldsons Crossroads Wastewater Treatment Plant Replacement project design. The distribution of charges was presented with 15.6% expended. Overall the design team is making steady progress, and they are exceeding Management's expectations.

Mr. Miskis reported the Brush Run WPCP Wet Weather Improvement project Electrical Contractor, Lone Pine, did not formally submit any change orders and just submitted a final pay request. All close out documents have been provided. CET and Management recommended approval of Pay Request No. 5, final payment in the amount of \$5,350. The request is on the Capital Improvements Fund Requisition.

ASSISTANT MANAGER'S REPORT: Copy on file

Mr. Chucuddy reported on the Cora McMurray Plan Rev 2. It is a small subdivision that created a new lot located on a private street (105 Wallace Drive) and is required to do sewage planning. In order to obtain sewage it is proposed to utilize an extended private lateral across the property of 107 Wallace Drive. This scenario fits with in the Authority's criteria to obtain a variance of our policy in order to be served by an extended private lateral. Mr. Chucuddy recommended approval of the variance and acceptance of the sewage flows.

A Motion was made by Mr. Grimm and seconded by Mr. Crall to grant variance for 105 Wallace Drive to acquire sewage via an extended service lateral. The Motion carried unanimously.

A Motion was made by Mrs. Kaminsky and seconded by Mr. Crall to accept sewage flow of 400 GPD (1EDU) from the Cora McMurray Plan Rev 2. The Motion carried unanimously.

Mr. Chucuddy reported on the 105 Fieldbrook sewer back-up claim that had occurred on February 2, 2011. The property owner is seeking damages in the amount of \$48,581.93 plus cost and interest. Our insurance company, Selective Insurance, denied the claim. The insurance carrier is representing the Authority filed a "Motion to Compel" the plaintiff to respond to discovery. The motion was granted and the plaintiff has twenty days to respond. Depending on the outcome of the response the next step would be to take depositions.

Mr. Chucuddy reported the status of the Friar Lane Pilot Program. There are seven properties remaining that need repairs. Oakdale Construction and DR Plumbing submitted quotes. Management authorized DR Plumbing to make the seven repairs for \$10,100.

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, 2012.

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 \$811,324.13 from the following funds:

| <u>Fund</u> | <u>Disbursement</u> | <u>Total</u> |
|-----------------------------|---|--------------|
| Operating | Checks: 20817-20923 | \$89,488.71 |
| Operating Transfer | Debt Payment to DSF | \$186,201.25 |
| Operating to PR | Transfer from Operating to Payroll fund | \$60,000.00 |
| Developer | Transfer to Operating | \$520.51 |
| CIRF | Requisition No. 115-12 | \$137,919.80 |
| Charleroi Federal Loan Fund | Requisition No. 4-2012 | \$337,193.86 |

The Motion carried unanimously.

OTHER BUSINESS:

A Motion was made by Mr. Byrne and seconded by Mrs. Kaminsky to adjourn the meeting at 8:48 p.m. The Motion carried unanimously.

Respectfully Submitted,

Patricia L. Mowry

MOTIONS SUMMARY

| MOTION NO. | MOVED | SECOND | MOTION SUMMARY TABLE | VOTE |
|-------------------|--------------|---------------|--|-------------|
| 1 | Kaminsky | Crall | Approve Minutes of October 9, 2012 | Approved |
| 2 | Byrne | Kaminsky | Approve Mr. Bassi to develop an agreement with Management and CET-GHD regarding any future issue that may arise because of the design error with the Brush Run Wet Weather Project | Approved |
| 3 | Kaminsky | Grimm | Approve CET-GHD proposal for the Donaldson's Crossroads Wastewater Treatment Plant replacement project value engineering for cost-plus expenses based on a not-to-exceed amount of \$53,500. | Approved |
| 4 | Byrne | Kaminsky | Enter into Executive Session at 7:50 p.m. to discuss potential litigation | Approved |
| 5 | Grimm | Byrne | Approve Glenn Johnston, Inc. Change Order No. 1 for the Valley View Sewer Extension Phase II, Contract No. 12-S1 in the amount of \$20,267.36 as full and final settlement of the fifteen change orders submitted in the amount of \$62,071.80 | Approved |
| 6 | Grimm | Crall | Approve Glenn Johnston, Inc. Change Order No. 2 for the Valley View Sewer Extension Phase II, Contract No. 12-S1 for a decreased amount of \$96,611.82 associated with reconciliation of bid quantities and in-place quantities | Approved |
| 7 | Grimm | Crall | Approve Variance for 105 Wallace Drive to acquire sewage via an extended service lateral | Approved |
| 8 | Kaminsky | Crall | Accept sewage flow of 400 GPD(1EDU) from the Cora McMurray Plan Rev. 2 | Approved |
| 9 | Crall | Grimm | Approve disbursements in the amount of \$811,324.13 | Approved |
| 10 | Byrne | Kaminsky | Adjourn the Meeting at 8:48 p.m. | Approved |