

**PETERS TOWNSHIP
SANITARY AUTHORITY**

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



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

June 12, 2012 Meeting canceled (did not have a quorum)

SECOND REGULAR MEETING

June 26, 2012

ROLL CALL:

REVIEW OF MINUTES FOR APPROVAL: Minutes of May 8, 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. Ratification of the Gas Lease for 974 Church Hill Road
2. "Amendment of a Deed of Easement/ Right of Way Agreement" for Encroachment for 216 Windermere Court
3. DC Plant Replacement Project Conceptual Financial Plan
4. Acceptance of sewage flows from the Waterdam Village Plan of Lots (2,000gpd or 10 EDUs)
5. Executive Session for Personnel Matters
6. Acceptance of PNC Retail Relocation for ownership

ADJOURNMENT:

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SECOND REGULAR MEETING

June 26, 2012

ROLL CALL:

The second regularly scheduled meeting of the Peters Township Sanitary Authority was called to order at 7:00 p.m. by Chairman Blazek. Board members present were David G. Blazek, Terrence G. Byrne, Eric S. Grimm, Michael P. Crall, and Rebecca W. Kaminsky. Also present were Seth Tongchinsub, 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

APPROVAL OF MINUTES:

A Motion was made by Mr. Byrne and seconded by Mr. Grimm to approve the minutes of May 8, 2012 meeting as prepared by Patricia Mowry. The Motion carried unanimously.

VISITORS:

SOLICITOR'S REPORT:

Mr. Tongchinsub reported on the Valley View Sewer Extension project issue with Robert and Diane Augustine at tax parcel no. 540-002-00-00-0038-00. Mr. Augustine attempted to prevent the Contractor from entering their property for the sewer line construction. The Authority had the right to enter the property under the condemnation proceedings that were previously filed. A Petition to Enforce the Declaration of Taking through an injunction was prepared. The Augustine's conceded that they had no right to prohibit the contractor access. Consequently, their Attorney will join in the Motion for an appointment of a Board of View regarding compensation for the right of way access under the declaration of taking.

A Motion was made by Mr. Grimm and seconded by Mrs. Kaminsky to petition for an appointment of a Board of Viewers for Robert and Diane Augustine's tax parcel no. 540-002-00-00-0038-00. The Motion carried unanimously.

Mr. Tongchinsub reported he is working with Mrs. Mowry to update the Authority's billing and collection procedures.

ENGINEER'S REPORT: Copy on file.

Mr. Stanton reported the status of the Valley View Sewer Extension Phase 1. Mr. Stanton reported the recommendation for project close out will be presented for approval at the next Board meeting.

Mr. Stanton reported the construction of the Valley View Sewer Extension project Phase 2. The Contractor mobilized on June 4, 2012 and sewer line construction began June 11.

Mr. Stanton reported he is working with Mr. Parks and Mr. Chucuddy to prepare the specifications for the sewer line repairs for the Friar Lane Pilot program.

Mr. Stanton reported the two Highway Occupancy Permits that were obtained July 26, 2011 are only valid for one-year and will expire this year for the Donaldsons Crossroads Wastewater Treatment Plant project. Mr. Stanton will request an extension for another year.

MANAGER'S REPORT: Copy on file.

Mr. Miskis reported the Upper Saint Clair's (USC) draft feasibility report regarding wet weather issues is due to ALCOSAN by July 2012. The Authority's Marella Manor area will be included in the report. A resolution acknowledging the findings was to be passed by all the Municipalities involved in the report. Mr. Miskis requested the draft report from USC for PTSA's comments and approval of the resolution. USC provided a one page letter. Mr. Miskis prepared a letter back requesting more detail. Mr. Miskis recommended the Board not approve the resolution at this time until more information is provided. The Authority is not part of the consent decree, and USC will probably submit the report without PTSA's approval.

Mr. Miskis reported the Waterdam Village Plan of Lots was required to go through the Sewage Facilities Planning. The Developer has submitted the application and paid the fee. Mr. Miskis recommended acceptance of the sewage flows from the development.

A Motion was made by Mr. Grimm and seconded by Mr. Crall to accept 2,500 gpd/10 EDU's of sewage flows from the Waterdam, Village Plan of Lots. The Motion carried unanimously.

Mr. Miskis presented a conceptual financing plan for the Donaldsons Crossroads Wastewater Treatment expansion/upgrade project, in part, to establish objectives for plant construction costs, to incentivize and guide grant pursuits, and to guide our 2013 user rate increase.

A Motion was made by Mr. Grimm and seconded by Mr. Crall to accept the conceptual financing plan for the Donaldsons Crossroads Wastewater Treatment expansion/upgrade project. The Motion carried unanimously.

Mr. Miskis reported on the status of the Brush Run WPCP Wet Weather Improvement project. The Memorandum of Understanding that was approved at the May 8th meeting has been fully executed. The General Contractor, Galway Bay is on target to meet the substantial completion date of June 30. The liquidated damages are being assessed from May 4th at \$2,000/day and will be applied to their next progress payment. Galway Bay submitted Pay Request No. 11 in the amount of \$125,442.00. CET has reviewed and recommended payment. The request is on the Construction Fund Requisition for approval. Galway Bay presented Change Order No. 4 as requested by CET to add an elbow to the final clarifier under slab piping in order to minimize flow obstruction, and Change Order No. 5 for the contract time extension to May 4, 2012. CET and Management recommended approval.

A Motion was made by Mr. Byrne and seconded by Mrs. Kaminsky to approve Change Order No. 4 in the amount of \$1,536.41 to add an elbow to the final clarifier under slab piping in order to minimize flow obstruction. The Motion carried unanimously.

A Motion was made by Mrs. Kaminsky and seconded by Mr. Byrne to approve Change Order No. 5 for a time extension to May 4, 2012. The Motion carried unanimously.

Mr. Miskis reported CET exhausted their budget for construction phase services, and requested an additional \$30,000, attributed to the Contractor's time extension. The additional requested will be for services through project completion. The Memorandum of Understanding with Galway Bay established that the Contractor is responsible for engineering cost after May 4, 2012.

A Motion was made by Mrs. Kaminsky and seconded by Mr. Grimm to amend CET's construction phase services budget for the increases of \$30,000. The Motion carried unanimously.

ASSISTANT MANAGER'S REPORT: Copy on file

Mr. Chucuddy reported two quotes were obtained to remove a very large dead tree located in the rear parking lot at the administrative building. A&S Landscaping will be removing the tree for a cost of \$1,800.

Mr. Chucuddy reported the Pleasant view Drive emergency repair final restoration was completed and recommended payment to A&S Landscaping in the amount of \$9,585, which is on the bill register for approval.

Mr. Chucuddy recommended execution of the amended deed of easement for 216 Windermere Court. This property has an easement encroachment.

A Motion was made by Mr. Grimm and seconded by Mr. Crall to execute the amendment to the deed of easement/right of way agreement for 216 Windermere Court. The Motion carried unanimously.

Mr. Chucuddy reported PNC Retail has completed the installation of the sanitary sewer improvements in accordance with the approved plans and specifications, and recommended acceptance of the relocation for the ownership.

A Motion was made by Mr. Byrne and seconded by Mrs. Kaminsky to accept the PNC Retail relocation 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

Mrs. Mowry reported the gas lease bonus check received for the 972/974 Church Hill Road was received after the 120-day period as stated in the lease agreement. Therefore, the leasing company requested a ratification confirming that even though payment was received late the lease will remain in effect. Mrs. Mowry recommended ratification of the lease.

A Motion was made by Mr. Crall and seconded by Mr. Grimm to execute the ratification of Oil & Gas Lease agreement for the 972/974 Church Hill Road property with Chesapeake Appalachia, LLC.

Mrs. Mowry reported the Auditor is scheduled the 1st week of July to perform the required H2O grant audit for the Brush Run WPCP Wet Weather Improvement project.

FINANCIAL STATEMENT REVIEW: Month ending May 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 \$341,975.08 from the following funds:

<u>Fund</u>	<u>Disbursement</u>	<u>Total</u>
Operating	Checks: 20404-20504	\$124,715.53
Operating to PR	Transfer from Operating to Payroll fund	\$60,000.00
Developer	Transfer to Operating	\$4,647.64
	PNC Bank and Retail	\$2,069.10
CIRF	Requisition No. 110-12	\$25,100.81
Construction Fund	Requisition No. 21-12	\$125,442.00

The Motion carried unanimously.

OTHER BUSINESS:

Mr. Miskis announced this is typically the time of the year for the annual facility tour. The tour will be scheduled after a coordination of dates is obtained from the Board.

A Motion was made by Mr. Grimm and seconded by Mr. Crall at 8:10 p.m. to enter into Executive Session to discuss personnel matters. The Motion carried unanimously.

Executive Session ended at 8:17 p.m.

A Motion was made by Mr. Grimm and seconded by Mr. Crall to adjourn the meeting at 8:18 p.m. The Motion carried unanimously.

Respectfully Submitted,

Patricia L. Mowry

MOTIONS SUMMARY

MOTION NO.	MOVED	SECOND	MOTION SUMMARY TABLE	VOTE
1	Byrne	Grimm	Approve Minutes of May 8, 2012	Approved
2	Grimm	Kaminsky	Petition Board of View for Augustine's property for the Valley View Sewer Extension	Approved
3	Grimm	Crall	Accept Sewage flows 2500 gpd/10 EDU's from Waterdam Village	Approved
4	Grimm	Crall	Accept DC plant expansion project conceptual financing plan	Approved
5	Byrne	Kaminsky	Approve Galway Bay's Change Order No. 4 for \$1,536.41 for additional work to clarifier	Approved
6	Kaminsky	Byrne	Approve Galway Bay's Change Order No. 5 for time extension to May 4, 2012	Approved
7	Kaminsky	Grimm	Amend CET construction phase service by \$30,000	Approved
8	Grimm	Crall	Execute amended deed of easement for 216 Windermere Court	Approved
9	Byrne	Kaminsky	Acceptance of PNC Retail relocation for ownership	Approved
10	Crall	Grimm	Execute ratification for 974 Church Hill gas lease	Approved
11	Crall	Grimm	Approve disbursements in the amount of \$341,975.08	Approved
12	Grimm	Crall	Enter into executive session to discuss personnel matters at 8:10pm	Approved
13	Grimm	Crall	Adjourn the Meeting at 8:18 p.m	Approved