

**PETERS TOWNSHIP
SANITARY AUTHORITY**

111 BELL DRIVE
McMURRAY, PA 15317-3415
PHONE: 724-941-6709
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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, Admin. Assistant

AGENDA

REGULAR MEETING

October 14, 2014

ROLL CALL:

REVIEW OF MINUTES FOR APPROVAL: Minutes of September 9, 2014

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, 2014

PAYMENT OF BILLS & REQUISITIONS:

OTHER BUSINESS:

1. Electric Power Generation Procurement
2. Adopt Resolution No. 03-10-14 Authorizing Application to the Washington County Local Share Account for Funding assistance for the Donaldson's Crossroads WPCP and Interceptor Improvements
3. Motion for PTSA commitment of funding letter for the Donaldson's Crossroads WPCP and Interceptor Improvements
4. Adopt Resolution No. 04-10-14 Appointing Janney Montgomery Scott LLC as Investment Banker
5. Motion to execute the agreement with Janney Montgomery Scott LLC
6. Adopt Resolution No. 05-10-14 Revised Schedule of Rates and Charges
7. Approve Anthony Farms Phase II Sanitary Sewers for use, "subject to final testing"
8. Approve Tuscany Plan Sanitary Sewers for use, "subject to final testing"
9. Approve The Crossing Six – Sheriffs Court Sanitary Sewers for use, "subject to final testing"
10. Approve Bank-up Corporation Agreement for sewage payment remittance processing

ADJOURNMENT:

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REGULAR MEETING

October 14, 2014

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 Terrence G. Byrne, Rebecca Kaminsky and Michael P. Crall. Also present were Keith Bassi, Solicitor, David Coldren, KLH Engineering, Inc., James J. Miskis, Manager, Mark A. Chucuddy, Assistant Manager and Patricia Mowry, Financial Controller. Absent from the meeting was David G. Blazek and Eric S. Grimm.

APPROVAL OF MINUTES:

A Motion was made by Mrs. Kaminsky and seconded by Mr. Crall to approve the minutes of September 9, 2014 as prepared by Patricia Mowry. The Motion carried unanimously.

VISITORS:

1. Dave Skiles, CEP, Senior Energy Consultant, OnDemand Energy Solutions
RE: Electric Power Generation Contract

Mr. Skiles presented historical and current electric pricing and the different methods associated with purchasing electric. A market summary of the Authority's options was presented. Mr. Skiles recommended entering into a 36 month contract with Constellation New Energy, Inc. Mr. Bassi provided an opinion letter after the review of the contract. Mr. Miskis indicated the renewal rate would result in a 12% increase in power at the treatment plants, and an overall increase of \$19,000. Both Mr. Bassi and Mr. Miskis recommended entering into the contract.

A Motion was made by Mr. Crall and seconded by Mrs. Kaminsky to enter into a 36-month contract with Constellation New Energy, Inc. for the purchase of electric generation for the treatment plants and pump stations for a fixed rate of \$0.0619/KWH. The Motion carried unanimously.

SOLICITOR'S REPORT: Copy on File.

Mr. Bassi reviewed and commented on the sewage payment remittance contract proposed by Bank Up Corporation. An opinion letter was provided with contract revisions.

Mr. Bassi reported he corresponded with Mr. Miskis regarding the Peters Township response to the Authority's request for participation in the LSA grant application for the DC WPCP treatment plant and interceptor improvements.

ENGINEER'S REPORT: Copy on File.

Mr. Coldren reported on the status of the Anthony Farms Phase II. The project is complete and mandrel testing is being scheduled.

Mr. Coldren reported on the status of the Crossing Six -Sheriffs Court. The project is complete and mandrel testing is being scheduled.

Mr. Coldren reported he attended the DC WPCP replacement project's 90% complete design review meeting on October 9, 2014 at the Authority's office.

Mr. Coldren reported the status of the Stratford Manor Pump Station Force Main Replacement. The preliminary drawings were submitted to the Authority for review, and KLH will provide a letter outlining all the recommended improvements. The project is anticipated to be advertised in January with a spring construction period.

Mr. Coldren reported the status of Tuscany development. The project is approximately 90% complete with the off-site sanitary sewers. Mr. Coldren requested an amendment to the original service order for additional inspection fee due to the Developer taking longer to complete the project.

A Motion was made by Mrs. Kaminsky and seconded by Mr. Crall to approve the second amendment to service order 264-86 for the Tuscany Development inspection services in the amount of \$18,000 for total inspection services not to exceed \$54,000. The Motion carried unanimously.

MANAGER'S REPORT: Copy on file.

Mr. Miskis reported he approved GHD's service order for LSA grant application assistance for an amount not to exceed \$2,000.

Mr. Miskis reported he approved KLH Engineers Inc. Service Order 264-93-003 for the record drawings for the developer project Crossings Six - Sheriff's Court for an amount not to exceed \$1,500.

Mr. Miskis reported the Pa Small Water and Sewer grant agreement and commitment were received from the Commonwealth Financing Authority and required execution by the Chairman. The grant was awarded for the Stratford Manor Force Main replacement project in the amount of \$56,000.

Mr. Miskis reported the Local Share Account (LSA) grant application was completed and will be submitted for the DC WPCP replacement and interceptor improvements project. The Authority requested a \$3 million grant over a three year period towards the \$25.6 million project. The Township agreed to contribute a portion of their LSA entitlement funds towards the project subject to certain conditions. Mr. Miskis indicated LSA requires a resolution and a commitment letter to be included with the application.

A Motion was made by Mrs. Kaminsky and seconded by Mr. Crall to execute a commitment letter that acknowledges the Authority's commitment to supply the balance of the project if funding is awarded for the DC WPCP replacement and interceptor improvements project. The Motion carried unanimously.

A Motion was made by Mr. Crall and seconded by Mrs. Kaminsky to adopted Resolution No. 03-10-14 authorizing application to the Local Share Account Program for funding assistance for DC WPCP replacement and interceptor improvements project in the amount of \$3 million. The Motion carried unanimously.

Mr. Miskis reported that as the Engineer indicated the Tuscany Plan construction is completed and testing is being scheduled. Mr. Miskis recommended approval of the sewer for use, subject to satisfactory testing.

A Motion was made by Mr. Crall and seconded by Mrs. Kaminsky for approval of the Tuscany Plan's sewers for use, subject to satisfactory testing. The Motion carried unanimously.

Mr. Miskis reported that in order to facilitate future sewer extension to Snyder Road the Authority installed an extended 10-inch stub out of the last manhole along Justabout Road for a distance of 25-feet. This will avoid any future disturbance of landscaping around the entrance to the Tuscany Plan.

Mr. Miskis reported that as the Engineer indicated the Crossing Six- Sheriffs Court Revision construction is completed and testing is being scheduled. Mr. Miskis recommended approval of the sewers for use, subject to satisfactory testing.

A Motion was made by Mr. Crall and seconded by Mrs. Kaminsky for approval of the Crossing Six-Sheriffs Court Revision sewers for use, subject to satisfactory testing. The Motion carried unanimously.

Mr. Miskis reported that in order to permit South Hills Honda to utilize a sewage billing meter instead of the PAWC water meter for their sewage billing, policy changes were required in the Authority's Schedule A – Rates and Charges. Mrs. Mowry indicated a section was added to the schedule called "Metered Sewage Flow Non-Residential" and language was updated throughout permitting billing based on sewage billing meter. In addition Section B. was updated in order to incorporate changes as a result of termination of the billing contractor in regards to the fees for sewage lien letter processing and fees associated with the Authority performing the sewage billing.

A Motion was made by Mr. Crall and seconded by Mrs. Kaminsky to adopt Resolution No. 05-10-14 for the revised Schedule A - Rates and Charges. The Motion carried 2 to 1 with Mr. Byrne casting the dissenting vote.

Mr. Miskis reported on the status of the DC WPCP Replacement project. The NPDES permit application was submitted previously and the PaDEP is requiring additional testing in regards to that application. All other permits have been submitted to the appropriate agencies. The Peters Township Planning Commission approved the site plan with minor conditions. The garage site plan will be submitted to the planning commission during the month of October. Mr. Miskis will attend the meeting to present the plan.

Mr. Miskis reported on the 90% GHD design review meeting. The treatment plant cost estimate is at \$20.9 million inclusive of a 10% contingency. The cost have increased by \$800,000 from the 60% Review. GHD will provide better documentation for the increase. The bulk of the increase is attributed to the three buildings followed by electrical. GHD indicated all the buildings have over excavation and placement of engineered fill.

Mr. Miskis reported he had a preliminary meeting with Technical Electric Services on the value engineering of the electrical drawings for the DC WPCP Replacement project. The meeting indicated there may be potential for some cost savings.

Mr. Miskis reported that the design of the DC WPCP Replacement project is on budget with approximately 79.5% of the budget expended. Mr. Miskis recommended approval of payment of August's invoices for a total of \$73,305.71, as presented on the CIRF requisition.

Mr. Miskis reported he met Mr. McCaig with Janney Montgomery Scott's regarding their representation to the Authority for debt financing for capital projects. Mr. Miskis recommended adoption of the resolution and execution of the agreement.

A Motion was made by Mrs. Kaminsky and seconded by Mr. Crall to adopt Resolution No. 04-10-14 appointing Janney Montgomery Scott LLC as investment banker and for the Chairman to execute the agreement. The Motion carried unanimously.

ASSISTANT MANAGER'S REPORT: Copy on File.

Mr. Chucuddy reported that as the Engineer indicated the Anthony Farms Phase II construction is completed and testing is being scheduled. Mr. Chucuddy recommended approval of the sewers for use, subject to satisfactory testing.

A Motion was made by Mrs. Kaminsky and seconded by Mr. Crall for approval of the Anthony Farms Phase II sewers for use, subject to satisfactory testing. 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:

Mrs. Mowry reported Bank Up Corporation agreed to the language changes as proposed by Mr. Bassi and recommended approval of the contract.

A Motion was made by Mr. Crall and seconded by Mrs. Kaminsky to enter into a 3 year contract with Bank Up Corporation to furnish and support of a remittance processing system for an initial fee of \$3,500 and a monthly fee of \$500. The Motion carried unanimously.

FINANCIAL STATEMENT REVIEW: Month ending September 30, 2014.

PAYMENT OF BILLS & REQUISITIONS: Copy on File

A Motion was made by Mr. Crall and seconded by Mrs. Kaminsky to approve disbursements in the amount of \$287,750.31 from the following funds:

Fund	Disbursement	Total
Operating	Checks: 22859 through 22946	\$102,965.81
Payroll	Transfer from Operating to Payroll fund	\$65,000.00
Charleroi Loan	Valley View Sewer Ext. 2012 Debt Payment	\$4,438.13
Developer	Transfer to Operating	\$12,792.79
CIRF	Requisition No. 138-14	\$100,353.65
CIRF	Penn Vest – Ivy Lane – 2003 Debt Payment	\$2,199.93

The Motion carried unanimously.

OTHER BUSINESS:

A Motion was made by Mr. Crall and seconded by Mrs. Kaminsky to adjourn the meeting at 8:53 p.m.
The Motion carried unanimously.

Respectfully Submitted,

Patricia Mowry

MOTIONS SUMMARY

MOTION NO.	MOVED	SECOND	MOTION SUMMARY TABLE	VOTE
1	Kaminsky	Crall	Approve Minutes of September 9, 2014	Approved
2	Crall	Kaminsky	Enter into a 36-month contract with Constellation New Energy, Inc. for the purchase of electric generation for the treatment plants and pump stations for a fixed rate \$0.0619/KWH	Approved
3	Kaminsky	Crall	Approve the second amendment to Service Order No. 264-86 for the Tuscany Development inspection services in the amount of \$18,000 for a total inspection services not to exceed \$54,000	Approved
4	Kaminsky	Crall	Execute a commitment letter that acknowledges the Authority commitment to supply the balance of the project if funding is awarded for Donaldson's Crossroads WPCP replacement and interceptor project	Approved
5	Crall	Kaminsky	Adopt Resolution No. 03-10-14 authorizing application to the Local Share Account Program for funding assistance for Donaldson's Crossroads WPCP replacement and interceptor project in the amount of \$3 million	Approve
6	Crall	Kaminsky	Approval of the Tuscany Plan's sewers for use, subject to satisfactory testing	Approved
7	Crall	Kaminsky	Approval of the Crossing Six-Sheriffs Court Revision sewers for use, Subject to satisfactory testing	Approved
8	Crall	Kaminsky	Adopt Resolution No. 05-10-14 for the revised Schedule A – Rates and Charges	Motion 2-1
9	Kaminsky	Crall	Adopt Resolution No. 04-10-14 appointing Janney Montgomery Scott LLC as investment banker and for the Chairman to execute the agreement	Approved
10	Kaminsky	Crall	Approval of the Anthony Farms Phase II sewers for use, subject to satisfactory testing	Approved
11	Crall	Kaminsky	Enter into a 3 year contract with Bank Up Corporation to furnish and support of a remittance processing system for an initial fee of \$3,500 and a monthly fee of \$500	Approved
12	Crall	Kaminsky	Approve disbursements in the amount of \$287,750.31	Approved
13	Crall	Kaminsky	Adjourn the meeting at 8:53 p.m.	Approved