

**PETERS TOWNSHIP
SANITARY AUTHORITY**

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



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

February 11, 2014

ROLL CALL:

REVIEW OF MINUTES FOR APPROVAL: Minutes of January 14, 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 January 31, 2014

PAYMENT OF BILLS & REQUISITIONS:

OTHER BUSINESS:

1. Approve Amendment No. 1 to the Developer's Construction Agreement for the Tuscany Plan regarding the posting of financial security to record the subdivision plan.
2. Executive Session for Personnel Matters

ADJOURNMENT:

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REGULAR MEETING

February 11, 2014

ROLL CALL:

The regularly scheduled meeting of the Peters Township Sanitary Authority was called to order at 7:00 p.m. by the Vice Chairman. Board members present were Eric S. Grimm, Terrence G. Byrne, Rebecca Kaminsky, and Michael P. Crall. Also present were Keith Bassi, Solicitor, Chad Hanley, 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 Board members.

APPROVAL OF MINUTES:

A Motion was made by Mr. Byrne and seconded by Mrs. Kaminsky to approve the minutes of January 14, 2014 as prepared by Patricia L. Mowry. The Motion carried unanimously.

VISITORS:

1. Jennifer M. Darlington, Regional Project Manager for the Children's Design Group
RE: The proposed Primrose School located at 164 Waterdam Road

Ms. Darlington requested the Authority to consider the relocation of the Authority's sanitary sewer lines and easements on the above referenced property to allow the construction of the proposed Primrose School. Mr. Hanley had previously prepared a memo summarizing KLH's evaluation of the proposed interceptor relocation, however, due to capacity limitations in the downstream portion of the interceptor. Mr. Hanley recommended permitting the Developer to relocate the existing 10 inch interceptor, it would be relocated with a 10 inch interceptor plus a relief sewer that would only be put into operation after the lower portion of the interceptor is augmented. The size of the relief sewer is yet to be determined. Mr. Bassi and Mr. Miskis recommended a resolution outlining the conditions to allow the developer to move forward with the project. The specific details of the sewer relocations will be identified through the plan review and the sewage facilities planning approval process. The Authority had previously accepted sewage flows for the property

A Motion was made by Mrs. Kaminsky and seconded by Mr. Byrne to adopt Resolution No. 01-02-14 for relocation of the Giant Oaks Interceptor, which would allow the Developer to relocate the interceptor, subject to the conditions as stipulated. The Motion carried unanimously.

SOLICITOR'S REPORT: Copy on File.

ENGINEER'S REPORT: Copy on File.

Mr. Hanley reported he is in the receipt of operational data from Management and is in the process of preparing the 2013 Wasteload Management Reports (Chapter 94 reports) for both treatment facilities. The reports are due to the PaDEP by March 31.

Mr. Hanley reported KLH received the laser profiling from Independence Excavating for the PENNDOT Valley Brook/Rt. 19 Interceptor Re-Alignment Project.

Mr. Hanley reported on the Anthony Farms Phase 2 Development. The KLH inspector was at the location full days in the month of December utilizing the engineering budget amount for inspection services. Mr. Hanley requested a budget increase of \$8,600 to provide for an additional three full-time weeks of inspection, which is believed to be adequate for the developer to complete the work.

A Motion was made by Mrs. Kaminsky and seconded by Mr. Byrne to approve Service Order 264-85 Revision No. 1 for the Anthony Farms Phase 2 development for an increased amount of \$8,600 and the total amount not to exceed \$20,600. The Motion carried unanimously.

Mr. Hanley reported on the Tuscany plan. The developer has requested at this time to be able to record the subdivision plan. Because the on-site sewers are not completed the Developer will be required to post additional financial security in the amount of \$253,000 for the incomplete on-site sewers for a total of \$464,000 for both off-site sewers and the unfinished on-site sewers. In addition the Authority is requiring the Developer to provide an accurate survey to verify the sewers have been constructed within the easements. Mr. Hanley and Mr. Bassi recommended an amendment to the Developer's Construction Agreement.

A Motion was made by Mr. Crall and seconded by Mrs. Kaminsky to approve Amendment No. 1 to the Developer's Construction Agreement with Investors Mark Acquisitions, LLC for the Tuscany Development, subject to receiving the additional financial security. The Motion carried unanimously.

Mr. Hanley reported he has reviewed the Authority's building sewer specifications, and has met with staff to discuss recommended revisions. KLH anticipates a final draft will be presented at the March Board Meeting.

Mr. Hanley reported on his review of GHD's budget cost estimate for the two buildings for the DC WPCP Replacement project. Mr. Hanley indicated the budget set forth in GHD'S second opinion review should be more than adequate to cover the cost of the two buildings as most recently sized.

Mr. Hanley reported Management requested KLH's review of the East Edgewood Drive CCTV videos and for KLH to prepare a list of defects that require repair in order to assist the Authority in advancing the 2014 sewer rehabilitation project. Mr. Chucuddy recommended approval of the service request.

A Motion was made by Mr. Byrne and seconded by Mrs. Kaminsky to approve Service Order 264-94 in the amount not to exceed \$1,500. The Motion carried unanimously.

MANAGER'S REPORT: Copy on file.

Mr. Miskis reported on the status of the DC WPCP Replacement project. The Part I NPDES permitting has begun. PaDEP is requesting all chemical analyses to be completed due to additional requirements since the DC WPCP Permit was re-issued. This will add approximately \$5,000 to the cost.

Mr. Miskis reported the meeting with GHD regarding progress reports and invoicing was very productive. GHD submitted a revised December report and January's report, which are acceptable. Mr. Miskis recommended approval of payment of both December and January's invoices as presented on the CIRF requisition.

ASSISTANT MANAGER'S REPORT: Copy on File.

Mr. Chucuddy reported the Lab Assessment Report was received from the December 3, 2013 PADEP inspection. The report listed ten deviations that Management is working with staff to resolve. The Authority is required to submit a report back to the PaDEP within sixty days indicating that all deviations have been addressed and the manner of which they were corrected.

Mr. Chucuddy reported the new 2014 Ford F-350 4x4 crew cab with an 8' bed, trailer package and snow plow for the field staff was ordered, and is expected to be delivered by the end of the month, therefore a check has been prepared for approval this evening.

Mr. Chucuddy reported we received the \$6,250 deferred Ivy lane Project assessment for the Beinhauer lot that was recently sub-divided.

Mr. Chucuddy reported that since we always have difficulty meeting our target of footage of sanitary sewer to televise each year, we solicited quotes for televising the East McMurray/Center Church road area. Three quotes were received and the lowest price was Insight Pipe for \$1.60. per foot for a total of \$14,056. They were authorized to begin the project.

Mr. Chucuddy reported there was a sanitary sewer overflow at the Quail Run Homeowners Association. There was a manhole that overflowed in the front of their office. Staff was able to clear the blockage within two hours of being notified. The incident was reported to the PaDEP, and will be followed up with a written report.

SPECIAL PROJECTS MANAGER'S REPORT: Copy on File

CORRESPONDENCE FOR THE BOARD'S INFORMATION: Copy on File

FINANCIAL CONTROLLER'S REPORT: Copy on file

Ms. Mowry reported Jordan Tax Service still has unresolved issued from the 4th quarter billing and is attempting to get resolved prior to the 1st quarter billing.

FINANCIAL STATEMENT REVIEW: Month ending January 31, 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 \$688,243.86 from the following funds:

Fund	Disbursement	Total
Operating	Checks: 22153 through 22229	\$106,587.76
Operating	Annual Transfer for Budgeted Equipment Allowance	\$288,021.00

Operating	Quarterly Transfer- Debt Payment to DSF	\$118,230.90
Payroll	Transfer from Operating to Payroll fund	\$60,000.00
Charleroi Loan	Valley View Sewer Ext. 2012 Debt Payment	\$4,438.13
Developer	Transfer to Operating	\$6,641.25
CIRF	Requisition No. 129-14	\$102,124.89
CIRF	Penn Vest – Ivy Lane – 2003 Debt Payment	\$2,199.93

The Motion carried unanimously.

OTHER BUSINESS:

A Motion was made by Mr. Byrne and seconded by Mrs. Kaminsky to enter into Executive session at 8:00 p.m. to discuss personnel matters. The Motion carried unanimously.

Executive Session ended at 8:35 p.m.

A Motion was made by Mrs. Kaminsky and seconded by Mr. Crall to adjourn the meeting at 8:37 p.m. The Motion carried unanimously.

Respectfully Submitted,

Patricia Mowry

MOTIONS SUMMARY

MOTION NO.	MOVED	SECOND	MOTION SUMMARY TABLE	VOTE
1	Byrne	Kaminsky	Approve Minutes of January 14, 2014	Approved
2	Kaminsky	Byrne	Adopt Resolution No. 01-02-14 for relocation of the Giant Oaks Interceptor, which would allow the Developer to relocate the interceptor, subject to the conditions as stipulated	Approved
3	Kaminsky	Byrne	Approve KLH Engineers, Inc. Service Order 264-85 Revision No. 1 for the Anthony Farms Phase 2 development for an increased amount of \$8,6000 and the total amount not to exceed \$20,600.	Approved
4	Crall	Kaminsky	Approve Amendment No. 1 to the Developer's Construction Agreement with Investor's Mark Acquisitions, LLC for the Tuscany Development, subject to receiving the additional financial security	Approved
5	Byrne	Kaminsky	Approve KLH Service Order No. 264-94 in the amount not to exceed \$1,500.00	Approved
6	Crall	Kaminsky	Approve disbursements in the amount of \$688,243.86	Approved
7	Byrne	Kaminsky	Enter into Executive Session at 8:00 pm to discuss personnel matters	Approved
8	Kaminsky	Crall	Adjourn the Meeting at 8:37 p.m.	Approved