

**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

July 8, 2014

ROLL CALL:

REVIEW OF MINUTES FOR APPROVAL: Minutes of June 10, 2014

VISITORS:

1. Scott Crosswell, GHD, Inc. regarding Donaldson's Crossroads Treatment Plant Replacement design progress.

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 June 30, 2014

PAYMENT OF BILLS & REQUISITIONS:

OTHER BUSINESS:

1. Developer's Construction Agreement with Eddy Homes for The Crossings – Sheriffs Court sewer modifications

ADJOURNMENT:

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REGULAR MEETING

July 8, 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 David G. Blazek, Terrence G. Byrne, Eric S. Grimm and Rebecca Kaminsky. 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 Michael P. Crall.

APPROVAL OF MINUTES:

A Motion was made by Mrs. Kaminsky and seconded by Mr. Byrne to approve the minutes of June 10, 2014 as prepared by Patricia L. Mowry. The Motion carried unanimously.

VISITORS:

1. Scott Crosswell and Matt Moor, GHD Inc.
RE: DC WPCP Replacement Project Design and Permitting Update

Mr. Crosswell presented the 60% design review update of the DC WPCP Replacement project. The overall site plan was reviewed. He reported the permit status and the schedule update. The 100% design is still scheduled to be completed by November 2014, with bid documents ready April 2015, and construction to be completed by October 2017. There was a lengthy discussion regarding the blowers and the construction of the garage. The Boards consensus was for GHD to complete the design of a new garage. The garage will be bid as an add-alternative with separate pricing for structure and the site work. The 60% design review construction cost estimate is \$20.1 million, which includes a 10% contingency. When design engineering, construction phase engineering, construction testing, and financing costs are included the total project costs become \$22.15 million. GHD also recommended that the Authority budget for a 3% contingency for potential change orders or \$600,000.

SOLICITOR'S REPORT: Copy on File.

Mr. Bassi reported he reviewed the advertisement and the preliminary job description for the proposed billing position that may be created.

Mr. Bassi reported he reviewed the agreement concerning PJM charges that are being passed through to the Authority by First Energy. The contract does allow for the surcharge and Mr. Bassi recommended that an accounting of the amount being passed through to the Authority be requested.

Mr. Bassi reported he prepared a draft memo regarding the ownership of the grinder pump located at 164 Irishtown Road Ext. The Authority is the owner of the grinder pump.

Mr. Bassi reported he conferred with Mrs. Mowry regarding several property owners' water terminations issued by Jordan Tax Service that were terminated despite the owners having paid the delinquent sewage

amounts. Mrs. Mowry work to restore water service as swiftly as possible for those owners affected by Jordan Tax Service's errors.

ENGINEER'S REPORT: Copy on File.

Mr. Hanley reported he and Management had a second pre-construction meeting with the Developer for Tuscany Plan. The contractor is not expected to begin the construction on the off-site sewers until the end of June.

Mr. Hanley reported the Stratford Manor Pump Station force main replacement design is 90% complete. Management recommended proceeding with the project whether or not a grant is received. This project has been on the capital plan for several years and needs to be addressed.

Mr. Hanley reported the status of the Donaldson's Crossroads Sewer System Interceptor Improvements. The hydraulic modeling is expected to commence by the end of July.

Mr. Hanley and Mr. Miskis reported on the exposed interceptor pipe located in the stream on Oakwood Road. Mr. Miskis indicated it probably got exposed sometime last year during the severe flooding events in June and July, and if not addressed there is a potential for pipe damage or collapse. In order to protect the pipe the recommended repair will be to enclose the pipe in concrete encasement, followed by rip-rap protection. A stream encroachment permit will be required, which will require a survey. Mr. Miskis recommended approval for KLH's service order for the surveying and permitting. The Authority staff will perform the construction. A temporary construction easement will be required from one property owner to access the work zone.

A Motion was made by Mr. Grimm and seconded by Mr. Byrne to approve KLH's Service Order 264-099-01 &02 for the Oakwood Road Interceptor for a survey amount not to exceed \$750 and permitting fee not to exceed \$1,000. The Motion carried unanimously.

MANAGER'S REPORT: Copy on file.

Mr. Miskis reported Management is still investigating options to proceed with making a recommendation to repair the asbestos cement sewers downstream of the Rutledge Drive Pump Station.

Mr. Miskis reported he attended the meeting regarding the ALCOSAN Wet Weather program. The EPA indicated they may agree to modify the ALCOSAN Consent Decree provided the multi-municipal facilities are regionalized and municipalities adopt policies to inspect and require repair of private building sewer laterals as part of flow reduction. They indicated the regions progress would be assessed in six years.

Mr. Miskis reported the 3 Rivers Wet Weather released its 2014 Sewer Rate Survey. Peters Township is in the Southern Basin, which consists of 36 communities. The Authority's sewer rates rank the fifth lowest of the 36 communities.

Mr. Miskis reported the Authority has approved the drawings for the Crossing Six-Sheriff's Court Revision, and recommended entering into the Developer's Construction agreement.

A Motion was made by Mr. Byrne and seconded by Mrs. Kaminsky to enter into the Developer's Construction agreement with Eddy Homes for Crossing Six-Sheriff's Court Revision, subject to delivery of the performance security and escrow. The Motion carried unanimously.

Mr. Miskis reported on the status of the DC WPCP Replacement project. The project is on budget with approximately 54.5% of the budget expended. Mr. Miskis recommended approval of payment of June's invoices for a total of \$60,351.34, as presented on the CIRF requisition.

Mr. Miskis reported the lawn restorations are progressing on the Valley View Drive Sewer Extension. There are only a few remaining. Mr. Miskis recommended a \$4,000 release of retainage to the Contractor, as presented on the CIRF requisition.

ASSISTANT MANAGER'S REPORT: Copy on File.

Mr. Chucuddy reported the Authority received the results of the annual laboratory proficiency testing, and we have received an acceptable result on all parameters with the exception of Fecal Coliform analysis. We are currently investigating what may have been the cause of the low value reported.

Mr. Chucuddy reported there was a force main break at Sylvania Drive lift station, which was reported to PaDEP, and repaired by Staff immediately upon its discovery.

SPECIAL PROJECTS MANAGER'S REPORT: Copy on File

CORRESPONDENCE FOR THE BOARD'S INFORMATION: Copy on File

FINANCIAL CONTROLLER'S REPORT:

FINANCIAL STATEMENT REVIEW: Month ending June 30, 2014.

PAYMENT OF BILLS & REQUISITIONS: Copy on File

A Motion was made by Mr. Byrne and seconded by Mr. Grimm to approve disbursements in the amount of \$293,550.88 from the following funds:

Fund	Disbursement	Total
Operating	Checks: 22597 through 22686	\$146,380.53
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	\$2,714.45
CIRF	Requisition No. 135-14	\$77,817.84
CIRF	Penn Vest – Ivy Lane – 2003 Debt Payment	\$2,199.93

The Motion carried unanimously.

OTHER BUSINESS:

Mrs. Mowry presented the sewage billing alternative analysis. The alternatives considered were to continue with outsourcing the billing and collections or perform in-house billing and collections by expanding staff. There was a lengthy discussion and the Board concurred to notify Jordan Tax Service of the intent not to renew their contract and to perform the sewage billing and collection in-house. The advantages of in-house billing outweighed the disadvantages; in addition there was no cost differential after future rate increases.

A Motion was made by Mr. Grimm and seconded by Mrs. Kaminsky to notify Jordan Tax Service on August 1, 2014 that the Authority will not be renewing their contract for sewage billing. The Motion carried unanimously.

A Motion was made by Mr. Grimm and seconded by Mrs. Kaminsky to adjourn the meeting at 8:55 p.m. The Motion carried unanimously.

Respectfully Submitted,

Patricia Mowry

MOTIONS SUMMARY

MOTION NO.	MOVED	SECOND	MOTION SUMMARY TABLE	VOTE
1	Kaminsky	Byrne	Approve Minutes of June 10, 2014	Approved
2	Grimm	Byrne	Approve KLH Engineers Service Order 264-099-01 and 02 for the Oakwood Road Interceptor for a survey amount not to exceed \$750 and permitting fee not to exceed \$1,000.	Approved
3	Byrne	Kaminsky	Enter into the Developer's Construction Agreement with Eddy Homes for The Crossing Six-Sheriff's Court Revision, subject to delivery of the performance security and escrow	Approved
4	Byrne	Grimm	Approve disbursements in the amount of \$293,550.88	Approved
5	Grimm	Kaminsky	Notify Jordan Tax Service on August 1, 2014 that the Authority will not be renewing their contract for sewage billing.	Approved
6	Grimm	Kaminsky	Adjourn the Meeting at 8:55 p.m.	Approved