

**PETERS TOWNSHIP
SANITARY AUTHORITY**

111 BELL DRIVE
McMURRAY, PA 15317-3415
PHONE: 724-941-6709
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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 14, 2015

ROLL CALL:

REVIEW OF MINUTES FOR APPROVAL: Minutes of June 9, 2015

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 June 30, 2015

PAYMENT OF BILLS & REQUISITIONS:

OTHER BUSINESS:

1. Proposed Corrective Action Plan for the Donaldson's Crossroads Sewer System
2. Retirement of Revenue Bonds, Series 209
3. Authorization to proceed with public bidding of the Donaldson's Crossroads Treatment Plant Replacement Project
4. Acceptance of Anthony Farms II Sewer Extension for ownership
5. Award 3 year Uniform Rental Contract to Cintas
6. Cooperation Agreement with the Redevelopment Authority of Washington County for a \$500,000 Grant through the Local Share Account Grant Program
7. Execute 2015 SHACOG Joint Sewer Lining Contract – Year 9

ADJOURNMENT:

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Diane L. Gregor, Administrative Assistant

REGULAR MEETING

July 14, 2015

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, Eric S. Grimm, Terrence G. Byrne, Rebecca W. Kaminsky, and Michael P. Crall. Also present were Romel L. Nicholas, Solicitor, David A. Coldren, KLH Engineering, Inc., James J. Miskis, Manager, Mark A. Chucuddy, Assistant Manager and Patricia Mowry, Financial Controller.

APPROVAL OF MINUTES:

Motion: To approve the minutes of the June 9, 2015 Board Meeting

Moved by Mrs. Kaminsky, Seconded by Mr. Crall

Vote: Motion carried by unanimous vote (summary: Yes = 5)

Yes: David G. Blazek, Eric S. Grimm, Terrence G. Byrne, Rebecca W. Kaminsky, Michael P. Crall

VISITORS:

SOLICITOR'S REPORT: Copy on File.

Mr. Nicholas reported the rules and regulations are still a work in progress with Management on the new format and updated substance.

ENGINEER'S REPORT: Copy on File.

Mr. Coldren reported on the Stratford Manor Pump Station Force Main Replacement project. The construction started in June and restoration is 95% complete. The construction is anticipated to be completed by the end of August.

Mr. Coldren reported the status of the Brush Run Blower No. 2 replacement evaluation. The draft report was submitted to Management for review. The recommendation indicates procurement of the Aerzen blower primarily because of the long-term energy savings.

Mr. Coldren reported the status of 180 E. Highland Drive sewer line issue. The survey has been completed. An existing conditions plan was provided to Management for review and evaluation for the alignment of the replacement sewer line.

MANAGER'S REPORT: Copy on file.

Mr. Miskis reported that when KLH analyzed the Rutledge Drive force main breaks, they recommended soft starters installed on the pumps which would decelerate the pumps when they shut off eliminating any water hammer. Management requested a proposal from Technical Electrical Services to procure and install four soft starters on the pumps. Management recommended acceptance of the proposal.

Motion: To accept Technical Electrical Services proposal for procurement and installation of four soft starters in the amount of \$8,800.

Moved by Mr. Grimm, Seconded by Mr. Crall

Vote: Motion carried by unanimous vote (summary: Yes = 5)

Yes: David G. Blazek, Eric S. Grimm, Terrence G. Byrne, Rebecca W. Kaminsky, Michael P. Crall

Mr. Miskis recommended approval and execution of the LSA cooperation agreement for the DC plant project grant that was received in the amount of \$500,000.

Motion: To approve and execute the LSA's cooperation agreement with the Redevelopment Authority of Washington County for the DC treatment plant project for the \$500,000 grant.

Moved by Mr. Grimm, Seconded by Mr. Byrne

Vote: Motion carried by unanimous vote (summary: Yes = 5)

Yes: David G. Blazek, Eric S. Grimm, Terrence G. Byrne, Rebecca W. Kaminsky, Michael P. Crall

Mr. Miskis reported the status of the 180 E. Highland Drive sewer line relocation. KLH completed the survey, which identified an alternative alignment for consideration of routing the sewer which would be at a shallow depth. A request was sent to property owners of the Green Valley Lane for easements and they indicated they were not interested. Therefore, the sewer will be relocated on 178 E. Highland Drive property. It will require a manhole and sewers at 12-13 feet deep.

Mr. Miskis reported the 2015 Capital Plan provided for the retirement of the Series 2009 Bonds in November. Management and the Financial Advisor recommended the early retirement to occur now. The savings will be approximately \$44,000 in overall interest savings. There was a previous resolution passed by the Board for the retirement of the Series 2009 Bond Issue and the amounts for satisfaction are on the CIRF requisition. Mrs. Mowry recommended the following motion in order to complete the requirements to satisfy the bond issue.

Motion: To confirm the payoff and redemption of the Authority's Sewer Revenue Bonds Series of 2009 on or about August 17, 2015 in the amount of \$1,359,293.14, representing the currently outstanding aggregate principal amount of \$1,340,000 together with accrued interest to the redemption date.

Moved by Mr. Grimm, Seconded by Mr. Crall

Vote: Motion carried by unanimous vote (summary: Yes = 5)

Yes: David G. Blazek, Eric S. Grimm, Terrence G. Byrne, Rebecca W. Kaminsky, Michael P. Crall

Mr. Miskis reported all outstanding close out documents have been received from the Tuscany plan developer. The Authority ownership of the sewer extension is now effective. There were two dwellings located within 150 feet of the public sewer and they have been issued notice to connect to the sanitary sewer lines.

Mr. Miskis reported on future developments. The Primrose preschool appears to be moving forward. The Authority's interceptor will have to be relocated at their cost in order to accommodate the proposed facility. The Infinity Homes of Rolling Hills is waiting to proceed based on the re-zoning of the Township. This development will require discussion regarding the trunk sewer capacity, especially in consideration of recent DEP notice of violation to the Authority.

Mr. Miskis reported the status of the Donaldson's Crossroads Treatment Plant Replacement Project. The design phase is 99% complete and will be ready for bid by the end of July. The advertisement for bid will be placed after the Penn Vest Board meeting on July 22, 2015. Management recommended to proceed with the public bidding.

Motion: To authorize to proceed with public bidding of the Donaldson's Crossroads Treatment Plant Replacement Project.

Moved by Mr. Crall, Seconded by Mr. Grimm

Vote: Motion carried by unanimous vote (summary: Yes = 5)

Yes: David G. Blazek, Eric S. Grimm, Terrence G. Byrne, Rebecca W. Kaminsky, Michael P. Crall

Mr. Miskis reported Bond Counsel has prepared and distributed the preliminary Township guaranteed sewer revenue documents for a portion of the financing needed for the Donaldson's Crossroads Treatment Plant Replacement Project. The documents prepared are for a \$10 million dollar bank qualified bond issue. A meeting is scheduled with Financial Advisor, Bond Counsel, Management, and Township staff to review. Management and Bond Counsel will attend the Township's Council's July 27, 2015 meeting to present the preliminary documents and will attend the August 24, 2015 for approval of the documents.

Mr. Miskis reported the Authority enrolled with SHACOG for 2,300 feet of cured in place lining of the Valleybrook Interceptor. The total project cost will be approximately \$107,000 plus cost for reinstatements and heavy cleaning if required. There is also a proportional cost share of the bidding package and cost. The Capital budget for this project is \$120,000. Management recommended entering into the agreement.

Motion: To enter into agreement with SHACOG 2015 Joint Lining Contract – Year 9 for 2,300 feet of cured in place lining of the Valleybrook Interceptor for an approximate cost of \$107,000 plus cost for reinstatements and heavy cleaning if required.

Moved by Mrs. Kaminsky, Seconded by Mr. Byrne

Vote: Motion carried by unanimous vote (summary: Yes = 5)

Yes: David G. Blazek, Eric S. Grimm, Terrence G. Byrne, Rebecca W. Kaminsky, Michael P. Crall

Mr. Miskis reported the DEP performed their annual inspection of both treatment plants this month. Management was informed verbally on June 23, 2015 by DEP's Operations Chief to submit a corrective action plan for the DC treatment plant and the interceptors. The Authority also received notice of violations for both the DC and BR systems, primary for SSO's (dry and wet weather related). No fines are being imposed on the Authority, however the Corrective Action Plan is required to be submitted in 30-days, and a written response to the notice of violations is required within 30-days. Management is in the opinion that this is a result of the Penn Vest loan application for the DC treatment plant project in order to get ranking points for having a formal corrective action plan.

The Authority through its annual Chapter 94 reports has been submitting an informal corrective action plan (Donaldson's Crossroads Tap and Organic Management Plan) since 2009, and because never questioned by the DEP the Authority has assumed it was an approved corrective action plan. The Corrective Action plan as prepared by Mr. Miskis addresses the overloaded issues as well as SSO's that have been experienced in the sewer system. The primary elements of the plan include: the schedule for DC treatment plant project, to bid prior to July 31,2015; having the interceptor project ready for bid by June 2016; to expand efforts to reduce manhole overflows by increased sewer main rehabilitation in the DC system; the expansion of the Time of Sale program to require repairs to be made to the private laterals; expansion of the wet weather building sewer investigations and enforcement; and a tap allocation of 60 taps per year in the DC system. The current plan is based on 50 taps.

There was a lengthy discussion and the plan will be submitted to the DEP as prepared by Mr. Miskis, with the exception. The Board decided collaboration needs to be made with the Township in regards to any further the expansion of time of sale dye testing.

Motion: To approve the Corrective Action Plan subject to minor revisions.

Moved by Mr. Byrne, Seconded by Mrs. Kaminsky

Vote: Motion carried by unanimous vote (summary: Yes = 5)

Yes: David G. Blazek, Eric S. Grimm, Terrence G. Byrne, Rebecca W. Kaminsky, Michael P. Crall

ASSISTANT MANAGER'S REPORT: Copy on File.

Mr. Chucuddy reported on the 2015 laboratory accreditation. The Authority has received an acceptable rating on all parameters at both of the laboratories.

Mr. Chucuddy reported five proposals were received for the three-year uniform rental contract for the union staff. Cintas was the lowest proposal. They have supplied the uniforms to staff for the past seven years. Mr. Chucuddy recommended award to Cintas for the three year period.

Motion: To award the three-year uniform rental contract to Cintas for 2016, 2017, and 2018, for a total contract price of \$13,807.04.

Moved by Mr. Grimm, Seconded by, Mr. Crall

Vote: Motion carried by unanimous vote (summary: Yes = 5)

Yes: David G. Blazek, Eric S. Grimm, Terrence G. Byrne, Rebecca W. Kaminsky, Michael P. Crall

Mr. Chucuddy reported all close out items have been satisfied for the Anthony Farms Phase II. Mr. Chucuddy recommended acceptance of the sanitary sewer lines for ownership.

Motion: To accept the Anthony Farms Phase II sanitary sewer lines for ownership

Moved by Mr. Grimm, Seconded by, Mr. Crall

Vote: Motion carried by unanimous vote (summary: Yes = 5)

Yes: David G. Blazek, Eric S. Grimm, Terrence G. Byrne, Rebecca W. Kaminsky, Michael P. Crall

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, 2015.

PAYMENT OF BILLS & REQUISITIONS: Copy on File

Motion: To approve disbursements in the amount of \$1,571,186.91 from the following funds:

Moved by Mrs. Kaminsky, Seconded by, Mr. Byrne

Vote: Motion carried by unanimous vote (summary: Yes = 5)

Yes: David G. Blazek, Eric S. Grimm, Terrence G. Byrne, Rebecca W. Kaminsky, Michael P. Crall

Fund	Disbursement	Total
Operating	Checks: 23772 through 23853	\$91,907.37
Payroll	Transfer from Operating to Payroll fund	\$65,000.00
CFS Bank Loan	Valley View Sewer Ext.	\$4,438.13

2012 Debt Payment

Developer	Tuscany Developer Escrow Release Ck#574	\$19,573.78
Developer	Tuscany Developer as-built Drawings Ck#575	\$2,000.00
Developer	Reimbursement Operating Fund	\$3,924.08
Debt Service Fund	2009 Bond Redemption	\$336,651.69
Capital Improvements Fund	2009 Bond Redemption	\$2,579.46
Debt Service Reserve Fund	2009 Bond Redemption	\$749,762.04
CFS Bank Capital Improvement Fund	2009 Bond Redemption	\$270,299.95
CFS Bank Capital Improvement Fund	Requisition No. 1	\$22,850.48
CFS Bank – PENNVEST	Penn Vest Loan Ivy Lane Ext 2003 Debt Payment	\$2,199.93

OTHER BUSINESS:

Motion: To adjourn the Board Meeting at 9:26 p.m.

Moved by Mr. Grimm, Seconded by Mr. Byrne

Vote: Motion carried by unanimous vote (summary: Yes = 5)

Yes: David G. Blazek, Eric S. Grimm, Terrence G. Byrne, Rebecca W. Kaminsky, Michael P. Crall

Respectfully Submitted,

Patricia Mowry

MOTIONS SUMMARY

MOTION NO.	MOVED	SECOND	MOTION SUMMARY TABLE	VOTE
1	Kaminsky	Crall	Approve Minutes of June 9, 2015	Approved
2	Grimm	Crall	Accept Technical Electrical Services proposal for procurement and installation of four soft starters in the amount of \$8,800.	Approved
3	Grimm	Byrne	Approve and execute the LSA cooperation agreement for the Donaldson's Crossroads WPCP project grant that was received in the amount of \$500,000.	Approved
4	Grimm	Crall	Confirm payoff and redemption of the Authority's Sewer Revenue Bonds Series of 2009 on or about August 17, 2015 in the amount of \$1,359,293.14, representing the currently outstanding aggregate principal amount \$1,340,000 together with accrued interest to the redemption date.	Approved
5	Crall	Grimm	Authorize to proceed with public bidding of the Donaldson's Crossroads Treatment Plant Replacement Project	Approved
6	Kaminsky	Byrne	Enter into agreement with SHACOG 2015 Joint Lining Contract – Year 9 for 2,300 feet of cured in place lining of the Valleybrook Interceptor for an approximate cost of \$107,000 plus cost for reinstatements and heavy cleaning required	Approved
7	Byrne	Kaminsky	Approve the Corrective Action Plan subject to minor revisions	Approved
8	Grimm	Crall	Award the three-year uniform rental contract to Cintas for 2016, 2017, and 2018 for a total contract price of \$13,807.04	Approved
9	Grimm	Crall	Accept the Anthony Farms Phase II sanitary sewer lines for ownership	Approved
10	Kaminsky	Byrne	Approve disbursements in the amount of \$1,571,186.91	Approved
11	Grimm	Byrne	Adjourn the Meeting at 9:26 p.m.	Approved