

**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

August 11, 2015

ROLL CALL:

REVIEW OF MINUTES FOR APPROVAL: Minutes of July 14, 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 July 31, 2015

PAYMENT OF BILLS & REQUISITIONS:

OTHER BUSINESS:

1. Easement agreement with Gregory and Cindy Gaudy for relocation of sanitary sewer.
2. Biosolids Disposal Contract – Exercise option to extend contract by 4th option year.

ADJOURNMENT:

**PETERS TOWNSHIP
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Diane L. Gregor, Administrative Assistant

REGULAR MEETING

August 11, 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 July 14, 2015 Board Meeting

Moved by Mr. Crall, 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

VISITORS:

SOLICITOR'S REPORT: Copy on File.

Mr. Nicholas reported that he worked with Management to address the maintenance bond related issue with contractor Glenn Johnston in regards to the Valley View Drive sewer extension project, components B&C.

Mr. Nicholas reported as of August 11, 2015 the Authority has not received the consent order from PaDEP regarding the Marella Manor service area, which has 82 customers that go into the ALCOSAN system. The PaDEP representative indicated the Authority will be receiving a consent order. Mr. Nicholas reported he is very active in the 3 rivers Wet Weather Solicitors group and attends all the ALCOSAN related meetings.

Mr. Nicholas reported on the Donaldson's Crossroad's corrective action plan. There was a lengthy discussion regarding the current corrective action plan and the possibility of a consent order. The corrective action plan was submitted to the PaDEP on July 22, 2015. There has been no response to date from the PaDEP. Management and Solicitor will continue to explore which would be a better option for the Authority. Primarily the advantage that a consent order may have is in regards to obtaining additional ranking points for a Pennvest low interest state loan.

ENGINEER'S REPORT: Copy on File.

Mr. Coldren reported on the Stratford Manor Pump Station Force Main Replacement project. The contract period ends August 29, 2015. The Contractor has yet to complete the pump motor replacement, leveling of the control panel, and orifice plate replacement.

Mr. Coldren reported the status of the Donaldson's Crossroads Sewer System Interceptor Improvements project. The survey crew was out to the site and gathered additional data to be incorporated into the design.

Mr. Coldren reported the easement exhibit drawing for 178 E. Highland Drive property was prepared and submitted to Management regarding the alignment of the sewer re-location.

MANAGER'S REPORT: Copy on file.

Mr. Miskis reported the sludge disposal contract awarded to Waste Management in August 2011, included four one-year option years. Management investigated participation in the SHACOG joint sludge disposal bid. After review Management determined the SHACOG joint bid would not provide any significant savings therefore recommended exercising Option Year No. 4 with Waste Management, which would be a 3% increase in disposal cost.

Motion: To authorize Option Year No.4 to the contract with Waste Management for sludge disposal
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

Mr. Miskis reported on the SHACOG CCTV inspection project. Roto-Rooter Services Company was the low bidder. The work is complete and the Authority is waiting the reports. Roto-Rooter indicated there were not any significant defects other than root intrusion.

Mr. Miskis reported on the Corrective Action Plan submitted to the PaDEP on July 22, 2015. The plan included additional rehabilitation work in the DC sewer system for 2015-2017. The plan identified in 2015 the Authority would televise the sewers and then follow up with rehabilitation of the sewers. Therefore Management recommended a change order to the SHACOG contractor for the CCTV work in the Lakeview Drive area for 9,400 feet for a total cost of \$13,200. This would be an unbudgeted expense. Management recommended to offset the expense to re-allocate funds from lab expense for the BR NPDES permit parameter testing that will not be expended in 2015 to the DC sewer maintenance and repair budget. The Board consensus was for Management to proceed with the change order.

Mr. Miskis reported he authorized KLH's Service Order 264-100-00 in the amount of \$2,500 for assistance with procurement and installation of the Brush Run Blower No. 2.

Mr. Miskis reported he authorized KLH's Service Order 264-95-004 in the amount of \$1,200 for additional general project services for the Stratford Manor Pump Station Force Main Replacement project. This was necessitated due to contractor's inefficiency with submittals.

Mr. Miskis reported the Authority will submit an application to the Local Share Account grant program for the DC interceptor project for approximately \$750,000 towards the \$2 million project. The application is due October 1, 2015.

Mr. Miskis reported the status of the 178 E. Highland Drive sewer line relocation. The property owners granted the easement for the relocation based on receiving compensation of \$1,850. Management recommended approval of the easement agreement.

Motion: To approval easement agreement with Gregory and Cindy Gaudy based on compensation in the amount of \$1,850.

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 five-year labor agreement expires on January 31, 2016. Typically negotiations begin in October. Management recommended Romel Nicholas to represent the Authority as labor negotiator.

Motion: To appoint Romel Nicholas, Gaitens, Tucceri & Nicholas as labor negotiator for the union labor agreement.

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 status of the Donaldson's Crossroads Treatment Plant Replacement Project. . The advertisement for public bid was placed. The schedule is as follows: Bid opening October 1, 2015, award contract December 8, 2015, Notice to proceed with construction January 7, 2016.

Mr. Miskis reported the Authority did not receive the PennVest Loan for the Donaldson's Crossroads Treatment Plant Replacement Project. Management will resubmit the application for consideration for the October 21, 2015 PV Board meeting.

Mr. Miskis reported the preliminary guarantee agreement and related documents were shared with the Township for their review. Management and Bond Counsel attended the Township's council meeting on August 24, 2015 to present the documents. The Township Staff requested two changes that were incorporated into the draft agreement; 1) for the Township have the ability to take actions to adjust sewer rates if the Authority were in danger of default on the bond payments, 2) for the Authority to submit regular financial reporting to the Township.

Mr. Miskis reported he was preparing the request for proposal for construction phase services for the Donaldson's Crossroads Treatment Plant Replacement Project from the pre-qualified engineering firms. GHD's was only awarded the design and bid phase services. GHD would still have involvement in the project providing clarification regarding design intent and shop drawing review if not selected for the construction phase services. There was a lengthy discussion regarding the advantages and disadvantages of the selection of another firm other than GHD for these services. The Board consensus was to consider using GHD for these services and requested Management to contact GHD for their interest and a proposal.

Mr. Miskis reported as part of the DC corrective action plan was sanitary sewer rehabilitation and Management recommended the cured in place lining of 3,100 feet of 8-inch VCP pipe tributary to the Oakwood Road Interceptor as a capital project for 2015 at an approximate cost of \$105,000. The work would be most cost efficiently accomplished under the current SHACOG contract as a change order. Management will present the change order at a future meeting.

Mr. Miskis reported on the Brush Rub WPCP Blower replacement. Management agrees with KLH's recommendation to purchase the Aerzen blower alternative due to the long term energy savings.

ASSISTANT MANAGER'S REPORT: Copy on File.

Mr. Chucuddy reported the status of Anthony Farms Phase III. Sewage planning was previously completed for the 18 lot subdivision. Management recommended approval of KLH's Service Order for the engineering services.

Motion: To approve KLH's Service Order 264-102 for the Anthony Farms Phase III Development for a total amount not to exceed of \$22,000, for plan review, resident observation, general project services, and record drawings.

Moved by Mrs. Kaminsky, 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. Chucuddy reported the 2015 Sanitary Sewer rehabilitation project this year is the E. McMurray/Center Church Road area. The estimated cost for the project is \$100,000. The project was advertised and bids are due to the Authority on August 24, 2015.

Mr. Chucuddy reported the maintenance bond for the Valley View Drive sewer extension expired July 31, 2015. Staff inspected the facilities and there were deficiencies identified. The contractor, Glenn Johnston, addressed the deficiencies on August 10, 2015.

SPECIAL PROJECTS MANAGER'S REPORT: Copy on File

Mr. Chucuddy reported during a routine dye test two major violations were identified. A ground water sump pump was directly connected to sewer, and a large outdoor area drain was connected.

CORRESPONDENCE FOR THE BOARD'S INFORMATION: Copy on File

FINANCIAL CONTROLLER'S REPORT:

Mrs. Mowry reported on the customer complaints received regarding the convenience fee being charged for customer who chose to pay online by credit card or e-check. The charge is currently \$3.25. The customers believe the Authority should be absorb the cost as part of collections. Management will review and report back to the Board.

FINANCIAL STATEMENT REVIEW: Month ending July 31, 2015.

PAYMENT OF BILLS & REQUISITIONS: Copy on File

Motion: To approve disbursements in the amount of \$183,743.12 from the following funds:

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

Fund	Disbursement	Total
Operating	Checks: 23843 through 23918	\$68,028.64
Payroll	Transfer from Operating to Payroll fund	\$65,000.00
CFS Bank Loan	Valley View Sewer Ext.	\$4,438.13
Developer Fund	Reimbursement Operating Fund	\$0.67

CFS Bank Capital
Improvement Fund

Requisition No. 2

\$44,075.75

OTHER BUSINESS:

Motion: To adjourn the Board Meeting at 8:25 p.m.

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

Respectfully Submitted,

Patricia Mowry

MOTIONS SUMMARY

MOTION NO.	MOVED	SECOND	MOTION SUMMARY TABLE	VOTE
1	Crall	Byrne	Approve Minutes of July 14, 2015 Board Meeting	Approved
2	Kaminsky	Crall	Authorize Option Year No. 4 to the contract with Waste Management for sludge disposal	Approved
3	Kaminsky	Byrne	Approve Easement Agreement with Gregory and Cindy Gaudy based on compensation in the amount of \$1,850	Approved
4	Kaminsky	Byrne	Appoint Romel Nicholas, Gaitens, Tucceri & Nicholas as labor negotiator for the union labor agreement	Approved
5	Kaminsky	Grimm	Approve KLH Engineers, Inc. Service Order No. 264-102 for the Anthony Farms Phase III Development for a total amount not to exceed \$22,000, for plan review, resident observation, general project services, and record drawings	Approved
6	Kaminsky	Crall	Approve disbursements in the amount of \$183,743.12	Approved
7	Kaminsky	Crall	Adjourn the Meeting at 8:25 p.m.	Approved