



PETERS TOWNSHIP SANITARY AUTHORITY

111 Bell Drive, McMurray, PA 15317
PHONE 724.941.6709 FAX 724.941.2283

www.ptsaonline.org

AGENDA

REGULAR MEETING

NOVEMBER 8, 2017

ROLL CALL:

REVIEW OF MINUTES FOR APPROVAL: Minutes of October 11, 2017

VISITORS:

Rulison Evans GHD, Inc. RE: DCWPCP project Change orders

SOLICITOR'S REPORT:

ENGINEER'S REPORT:

MANAGER'S REPORT:

OPERATIONS MANAGER'S REPORT:

SPECIAL PROJECTS MANAGER REPORT:

CORRESPONDENCE FOR THE BOARD'S INFORMATION:

FINANCIAL CONTROLLER'S REPORT:

FINANCIAL STATEMENT REVIEW: Month ending October 31, 2017

PAYMENT OF BILLS & REQUISITIONS:

OTHER BUSINESS:

1. Acceptance of Sherwood Pond Sanitary Sewers contingent upon ROW verification by HRG
2. Acceptance of Primrose Sanitary Sewers contingent upon ROW verification by HRG

ADJOURNMENT:



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REGULAR MEETING

November 8, 2017

The regularly scheduled meeting of the Peters Township Sanitary Authority was called to order at 7:00 p.m. by the Chairman, David G. Blazek. Board members present were: Eric S. Grimm, Rebecca W. Kaminsky, and Michael P. Crall. Also present were: Romel L. Nicholas, Solicitor, Chad Hanley, Engineer, Enoch E. Jenkins, Manager, Mark A. Chucuddy, Operations Manager and Patricia Mowry, Financial Controller.

APPROVAL OF MINUTES:

Motion: To approve the minutes of the October 11, 2017 Board Meeting with minor corrections.

Moved by Mrs. Kaminsky, Seconded by Mr. Crall

Vote: Motion carried by unanimous vote (summary: Yes = 4)

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

VISITORS:

1. Rulison Evans, GHD, Inc.

Re: Donaldson's Crossroads Treatment Plant Replacement Project status update.

Mr. Evans presented a summary of the construction status of the Donaldson's Crossroads Treatment Plant Replacement project. The topics included features of the construction performed in the last month, dewatering facility, construction schedule, current and potential change orders, and the Brush Run NPDES permit renewal pilot study status. Mr. Evans presented in detail the proposed General Construction Change Order No. 3 in the amount of \$93,057.83 and a time extension of 40-days. The substantial completion date moves to May 9, 2018 with the final on July 8, 2018. The change order was included in the monthly packet. GHD and Management recommended approval of the change order. The time extension will result in more engineering fees for construction observation. Mr. Evans indicated there would be no additional construction administration time. Mr. Evans will seek the change orders for the other contracts in regards to the time extension. Bronder Electric submitted a change order requesting a time extension and lost opportunity cost associated with Kurkin's schedule delays from the beginning of the project forcing them to compress their schedule. There is a meeting scheduled with the Owner of Bronder Electric, The Authority, and GHD next week to discuss their claims.

Motion: To approve Kurkin Contractor's Change Order No. 3 for Contract 1 of the DC WPCP Replacement Project for a net amount of \$93,057.83, and a 40-day extension, contingent upon PennVest approval.

Moved by Mr. Crall, Seconded by Mr. Grimm

Vote: Motion carried by unanimous vote (summary: Yes = 4)

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

Motion: To approve Kurkin Contractor's Change Order No. 2 for Contracts 2 & 3 of the DC WPCP Replacement Project for a 40-day extension, contingent upon PennVest approval.

Moved by Mr. Crall, Seconded by Mrs. Kaminsky

Vote: Motion carried by unanimous vote (summary: Yes = 4)

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

Mr. Evans departed the meeting.

Enoch E. Jenkins, Manager

Patricia L. Mowry, Financial Controller

Mark A. Chucuddy, Operation Manager

Donna L. LaManna, Billing Specialist

Gary A. Parks, Special Projects Manager

Patricia A. Cody, Administrative Assistant

SOLICITOR'S REPORT: Copy on File.

Mr. Nicholas reported on the current status of the ALCOSAN consent order. The order has three primary requirements of the Authority: 1) Submit Progress Report by December 1, 2016, and the Authority complied on 12/1/2016; 2) Perform a demonstration project by August 1, 2017, and the Authority complied on 8/1/17; 3) Submit a Source Reduction Study by December 1, 2017. The Solicitor and Management recommended adoption of a resolution that was recommended by ALCOSAN for municipal bodies to have a unified approach to source reduction efforts.

Motion: To adopt Resolution No. 11-05-17 joining with other municipal bodies with the ALOCSAN service area to help create a unified approach to source reduction efforts, and adopting a source reduction study as required by the Phase I consent order and agreement.

Moved by Mrs. Kaminsky, Seconded by Mr. Crall

Vote: Motion carried by unanimous vote (summary: Yes = 4)

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

ENGINEER'S REPORT: Copy on file.

Mr. Hanley reported on the status of the Hidden Brook emergency sewer repair. The Geotechnical engineers will mobilize after the Thanksgiving holiday.

Mr. Hanley reported the status of the DC WPCP Interceptor Improvements project. The design is progressing, and the concentration is continuing on permitting. Based upon the PaDEP requirement that the new treatment facility be NPDES Permit be closed out before the interceptor project can begin. The project will be deferred until end of 2018, or beginning of 2019. Management will work with HRG to seek an extension of the Corrective Action Plan from the PaDEP. The permit application will still be submitted and the PennVest application will be submitted for the second funding round in 2018.

Mr. Hanley reported Management requested HRG review the existing condition of the Brush Run WPCP roof. HRG had a preliminary site visit. The roof is a flat roof, parapet walls, and masonry structure. The roof has an on-going leaking issue. Management recommended approval of the service order request.

Motion: To approve HRG's Service Order 0443.01 for preliminary evaluation and to prepare cost estimate for the construction of a traditional truss roof for the Brush Run WPCP, for a not to exceed amount of \$4,000.

Moved by Mrs. Kaminsky, Seconded by Mr. Grimm

Vote: Motion carried by unanimous vote (summary: Yes = 4)

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

Mr. Hanley reported the status of the Sherwood Pond Development. Mr. Hanley recommended acceptance of the sanitary sewers in the development, contingent upon Right Of Way(R.O.W.)verification by HRG and completion of punch list items.

Motion: To accept the Sherwood Pond sanitary sewers contingent upon R.O.W. verification by HRG, and completion of the punch list items.

Moved by Mr. Crall, Seconded by Mr. Grimm

Vote: Motion carried by unanimous vote (summary: Yes = 4)

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

Mr. Hanley reported the status of the Primrose School. Mr. Hanley recommended acceptance of the sanitary sewers.

Motion: To accept the Primrose School sanitary sewers contingent upon Right Of Way verification by HRG and to provide acceptable financial securities for the 18 month maintenance period.

Moved by Mr. Crall, Seconded by Mr. Grimm

Vote: Motion carried by unanimous vote (summary: Yes = 4)

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

MANAGER'S REPORT: Copy on file.

Mr. Jenkins reported field staff recommended additional equipment for the trailer mounted sewer camera as approved last meeting. The cost increase is \$2,659.80.

Mr. Jenkins reported on the status of the BR NPDES permit renewal and the pilot study. The PaDEP has in the draft permit parameters limiting the dichlorobromomethane, and chloroform permitted in the plant effluent. Management will go on a site tour at the City of Steubenville WWTP on November 15, 2017 to view and discuss their use of peracetic acid as a disinfection chemical. The Authority will have to begin sampling which will cost \$3,000 per sampling run. It has not been determined how many sample runs will be required.

Mr. Jenkins reported the status of evaluation of the Brush Run WCPC sludge piping replacement. It is preliminary proposed to replace the ductile piping with schedule 80 PVC or a ductile lined with chemical resistant coating. Mr. Hanley is in contact with local vendors for viable options for recommendation.

OPERATIONS MANAGER'S REPORT: Copy on File.

Mr. Chucuddy reported the six year old issue regarding 105 Field Brook sewer backup claim that was turned over to our insurance carrier, is almost resolved. The Authority has agreed to televise the lines in the vicinity of 105 Field Brook, as part of the settlement.

SPECIAL PROJECTS MANAGER'S REPORT: Copy on File

CORRESPONDENCE FOR THE BOARD'S INFORMATION: Copy on File

FINANCIAL CONTROLLER'S REPORT:

Ms. Mowry distributed the draft 2017 Budget Performance Report, and gave a brief overview of revenue and expenses. This year there is projected to be a surplus of \$270,000, primarily due to the change in personnel, and unexpended budgeted legal fees. The 2018 Budget will require a rate increase to meet debt service and expenses. The 2018 Budget and Capital plan will be emailed to the Board and presented at the December meeting for adoption.

Ms. Mowry reported the status of the Donaldson's Crossroads Treatment Plant Replacement Project based upon GHD's monthly progress report No. 21 as distributed. The General Contract remains behind schedule by approximately two months. A recovery plan was requested by GHD from the Contractor.

Ms. Mowry recommended approval of GHD's invoice as listed on the capital requisition for construction phase services. GHD recommended approval of the pay applications as submitted by the Contractors and as listed on the PV loan summary.

FINANCIAL STATEMENT REVIEW: Month ending October 31, 2017.

PAYMENT OF BILLS & REQUISITIONS: Copy on File

Motion: To approve disbursements in the amount of \$867,479.66 from the following funds:

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

Vote: Motion carried by unanimous vote (summary: Yes = 4)

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

| Fund | Disbursement | Total |
|------------------------------|---|--------------|
| Operating | Checks: 3158 through 3341 and ACH | \$121,589.01 |
| Payroll | Transfer from Operating to Payroll fund | \$80,000.00 |
| CFS Bank Loan | Valley View Sewer Ext. | \$4,438.13 |
| Developer Fund | Reimbursement Operating Fund | \$66.62 |
| Developer Fund | Checks 1017 | \$7,055.02 |
| CFS Capital Improvement Fund | Requisition 2017-10 | \$64,343.24 |
| Zion Bank Construction Fund | Requisition | \$0.00 |
| 2016 PV-Construction Fund | | \$587,787.71 |
| Penn Vest | Penn Vest Payment – Ivy Lane Sewer Ext. 2003 Debt Payment | \$2,199.93 |

OTHER BUSINESS:

Motion: To adjourn the Board Meeting at 8:34 p.m.

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

Vote: Motion carried by unanimous vote (summary: Yes = 4)

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

Respectfully Submitted,

Patricia Mowry

MOTIONS SUMMARY

| MOTION NO. | MOVED | SECOND | MOTION SUMMARY TABLE | VOTE |
|------------|----------|----------|--|----------|
| 1 | Crall | Kaminsky | Approve Meeting Minutes of October 11, 2017 | Approved |
| 2 | Crall | Grimm | To approve Kurkin Contractor's Change Order No. 3 for Contract 1 of the DC WPCP Replacement Project for a net of \$93,057.83, and 40 day extension. | |
| 3 | Crall | Kaminsky | To approve Kurkin Contractor's Change Order No. 2 for Contracts 2 & 3 for a 40 day extension. | Approved |
| 4 | Kaminsky | Crall | To adopt Resolution 11-05-17, a joint effort for Source Reduction efforts and adopting a Source Reduction study as required by the Phase I consent order and agreement. | Approved |
| 5 | Kaminsky | Grimm | To approve HRG Service Order 0443.01 for Preliminary Evaluation and preparing Cost Estimate for the construction of a Traditional Truss Roof for the Brush Run WPCP, not to exceed \$4,000.00. | Approved |
| 6 | Crall | Grimm | To accept the Sherwood Pond Sanitary Sewers contingent upon Right Of Way verification by HRG, and completion of punch list items. | Approved |
| 7 | Crall | Grimm | To accept the Primrose School Sanitary Sewers contingent upon Right Of Way verification by HRG, and providing acceptable financial securities for the 18 month period maintenance period. | Approved |
| 8 | Kaminsky | Grimm | To approve disbursements in the amount of \$867,479.66. | Approved |
| 9 | Kaminsky | Crall | To adjourn the Board Meeting at 8:34 p.m. | Approved |