



PETERS TOWNSHIP SANITARY AUTHORITY

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

www.ptsaonline.org

AGENDA

REGULAR MEETING

SEPTEMBER 13, 2017

ROLL CALL:

REVIEW OF MINUTES FOR APPROVAL: Minutes of August 9, 2017

VISITORS:

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 August 31, 2017

PAYMENT OF BILLS & REQUISITIONS:

OTHER BUSINESS:

1. Ratification of execution of the quit claim deed for Lot 53

ADJOURNMENT:



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REGULAR MEETING

September 13, 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, Michael P. Crall and Michael A. Silvestri. Also present were Romel L. Nicholas, Solicitor, Chad Handley, 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 August 9, 2017 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. Grim, Rebecca W. Kaminsky, Michael P. Crall, and Michael A. Silvestri

SOLICITOR'S REPORT: Copy on File.

Mr. Nicholas reviewed his report and recommended an executive session for property acquisition discussions.

Motion: To enter into executive session at 7:04 p.m. to discuss property acquisition

Moved by Mrs. Kaminsky, Seconded by Mr. Silvestri

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

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

Executive Session ended at 7:20 p.m.

VISITORS:

1. Mr. Paul Sartori, Developer/Owner of the Primrose School
RE: Request an appropriate sewer use approval from the Board

ENGINEER'S REPORT: Copy on file.

Mr. Hanley reported the status of the Primrose School development. The majority of the sewers are installed, with the exception of three manholes. HRG is performing all construction observation services. The testing of the installed sewers is expected to occur next week. The Contractor submitted the by-pass pumping plan. Mr. Sartori requested the sewers be approved for use due to a timing issue. The sewers are expected to be completed before the next Board meeting, and he will need his sewer permit in order to obtain a building permit. Mr. Hanley recommended the sewers be approved for use contingent of HRG's inspection and approval.

Motion: To approve the Primrose School Development sewers for use contingent of HRG's inspection and approval.

Moved by Mr. Silvestri, Seconded by Mrs. Kaminsky

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

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

Mr. Hanley reported the status of the Hidden Brook emergency repair project. Mr. Hanley will be preparing the preliminary design alignments for the Authority staff to review.

Enoch E. Jenkins, Manager

Mark A. Chucuddy, Operation Manager

Gary A. Parks, Special Projects Manager

Patricia L. Mowry, Financial Controller

Donna L. LaManna, Billing Specialist

Patricia A. Cody, Administrative Assistant

Mr. Hanley reported the status of the DC WPCP Interceptor Improvements project. The design is progressing, the concentration is continuing on permitting. HRG presented a revised service order for approval to encompass the Giant Oaks portion of the project. The Giant Oaks will be re-designed to accommodate changes made as a result of meetings with the Waters Edge Homeowners Association, additional surveying for property rectification, additional surveying of Oakwood road as a result of the hydraulic modeling, and to provide the additional analysis as requested by the PaDEP. Management recommended approval of the service order request.

Motion: To approve HRG'S Service Order 0429.04 for the DC WPCP Interceptor Improvements increase in the amount of \$34,600 for a total lump sum amount of \$95,900

Moved by Mrs. Kaminsky, Seconded by Mr. Grimm

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

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

Mr. Hanley presented a revised service order for the Primrose School Development for construction administrative and observation services. The development had design changes that resulted in more days of engineering services. The Contractor estimated ten days of construction, and it is way past that time period, approximately a month and a half over. All engineering fees are paid by the Developer's escrow account. Management recommended approval.

Motion: To approve HRG'S Service Order 0432.02 & 03 for the Primrose School Development increase in the amount of \$2,000, construction administration and \$13,300 for a total not to exceed amount of \$36,500

Moved by Mr. Silvestri, Seconded by Mr. Grimm

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

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

Mr. Hanley reported the status of the Sherwood Pond Development. Based upon the construction status and the review of the documentation provided by the Developer Mr. Hanley recommended a reduction in the amount of \$81,276 for the bonding as provided for in the Set-Aside Agreement.

Motion: To reduce the bonding as provided for in the Set-Aside Agreement in the amount of \$81,276 for the Sherwood Pond Development.

Moved by Mrs. Kaminsky, Seconded by Mr. Grimm

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

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

MANAGER'S REPORT: Copy on file.

Mr. Jenkins reported the status of the Donaldson's Crossroads Treatment Plant Replacement Project. Mr. Jenkins indicated the draft electrical change order that was presented last month is still being discussed amongst the Contractors and GHD. The Electrical contractor has concerns regarding the construction schedule.

Mr. Jenkins reported the status of the BR NPDES Permit Renewal. Management recommended engaging John Hall & Associates for environmental and legal direction to provide comments on the draft permit. The goal will be to get the two particular parameters removed. The Authority has engaged this firm on previous permit renewals.

Motion: To enter into an agreement with John Hall & Associates regarding the BR NPDES Permit Renewal.

Moved by Mr. Grimm, Seconded by Mrs. Kaminsky

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

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

OPERATIONS MANAGER'S REPORT: Copy on File.

Mr. Chucuddy reported the Authority had a peculiar situation regarding property that should no longer be deeded to the Authority. The property is the lot on Elizabeth Drive where a package treatment plant was constructed to serve the Crest View Acres development until such a time as the public sewers were extended to the area. The lot was deeded to the Authority in the 60's with a reversion clause that once the property was no longer used for a treatment plant that the property would revert back to the developer. The developer, Feranski, sold the lot to M/M Munroe back in the 1990's. The Munroe's have sold the lot and the closing agent found that there was not a clean title to the property, as when it reverted back to the developer there was no quit claim deed prepared. The closing agent prepared the quit claim deed relinquishing any interest the Authority would have in the property. The deed was reviewed by Mr. Nicholas and executed by Mr. Jenkins, due to the fact the closing was scheduled before the Board Meeting. Mr. Nicholas recommended the Board ratify the deed.

Motion: To ratify the quit claim deed for Lot 53 on Elizabeth Drive.

Moved by Mr. Grimm, Seconded by Mr. Crall

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

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

Mr. Chucuddy reported the status of the DC NPDES Permit Renewal. GHD is analyzing the data from the testing that was completed. The application is due October 2, 2017.

Mr. Chucuddy reported the Annual compliance inspection was performed by the PaDEP on September 13, 2017. The inspection went well. A formal report will follow.

SPECIAL PROJECTS MANAGER'S REPORT: Copy on File

CORRESPONDENCE FOR THE BOARD'S INFORMATION: Copy on File

FINANCIAL CONTROLLER'S REPORT:

Ms. Mowry reported the status of the Donaldson's Crossroads Treatment Plant Replacement Project based upon GHD's monthly progress report No. 19 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 Contractor's and as listed on the PV loan summary.

FINANCIAL STATEMENT REVIEW: Month ending August 31, 2017.

PAYMENT OF BILLS & REQUISITIONS: Copy on File

Motion: To approve disbursements in the amount of \$1,037,695.08 from the following funds:

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

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

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

Fund	Disbursement	Total
Operating	Checks: 380 through 3160 and ACH	\$100,394.96
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	\$698.61
Developer Fund	Checks	\$0
CFS Capital Improvement Fund	Requisition 2017-8	40,501.32
Zion Bank Construction Fund	Requisition	\$0.00
2016 PV-Construction Fund		\$,809,462.13
Penn Vest	Penn Vest Payment – Ivy Lane Sewer Ext. 2003 Debt Payment	\$2,199.93

OTHER BUSINESS:

The Board acknowledged Mr. Silvestri's resignation letter. He will continue throughout October and will be active in the Board until a replacement is appointed.

The Board recognized Mr. Chucuddy for his 30-years of service with the Authority.

Motion: To adjourn the Board Meeting at 8:15 p.m.

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

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

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

Respectfully Submitted,

Patricia Mowry

MOTIONS SUMMARY

MOTION NO.	MOVED	SECOND	MOTION SUMMARY TABLE	VOTE
1	Kaminsky	Crall	Approve meeting minutes of August 9, 2017	Approved
2	Kaminsky	Silvestri	To approve Mr. Nicholas's recommendation for executive session for property acquisitions discussions.	Approved
3	Silvestri	Kaminsky	To approve the Primrose School Development sewers for use, contingent of HRG's inspection approval.	Approved
4	Kaminsky	Grimm	To approve HRG's Service Order 0429.04 for the DC WPCP Interceptor Improvements increase in the amount of \$34,600.00 for a total lump sum of \$95,000.00.	Approved
5	Silvestri	Grimm	To approve HRG's Service Order 0432.02 &.03 for the Primrose School Development increase in the amount of \$2,000.00, construction administration and \$13,300 for a total not to exceed amount of \$36,500.00.	Approved
6	Kaminsky	Grimm	To approve reducing the bonding as provided for in the Set-Aside Agreement in the amount of \$81,276.00 for the Sherwood Pond Development.	Approved
7	Grimm	Kaminsky	To approve entering in an agreement with John Hall & associates regarding the BR NPDES Permit Renewal.	Approved
8	Grimm	Crall	To ratify the quit claim deed for Lot 53 on Elizabeth Drive.	Approved
9	Kaminsky	Grimm	To approve disbursements in the amount of \$1,037,695.08 from the list of funds.	Approved
10	Crall	Grimm	Adjourn the Meeting at 8:15 p.m.	Approved