



# PETERS TOWNSHIP SANITARY AUTHORITY

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

[www.ptsaonline.org](http://www.ptsaonline.org)

## AGENDA

**REGULAR MEETING**

**FEBRUARY 28, 2018**

**ROLL CALL:**

**REVIEW OF MINUTES FOR APPROVAL:** Minutes of January 10, 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 January 31, 2018

**PAYMENT OF BILLS & REQUISITIONS:**

**OTHER BUSINESS:**

1. Ratify the Stratford Manor Pump Station Easement and authorizing Manager to execute
2. Execute PCS Annual Contract – Network Computer Consultant
3. Grant Documents: Resolution 02-02-18, PTSA PA SWS System Ownership, PTSA PA SWS Funding Commitment
4. DC WWTP – General Contractor - Kurkin Change Order No. 004
5. Draft Agreement for the Stonehenge Trunk Sewer Augmentation

**ADJOURNMENT:**



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## REGULAR MEETING

**FEBRUARY 28, 2018**

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

### APPROVAL OF MINUTES:

Motion: To approve the minutes of the January 10, 2018 Board Meeting.

Moved by Mrs. Kaminsky, Seconded by Mr. Crall

Vote: Motion carried by unanimous vote (summary: Yes = 3)

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

### VISITORS:

**SOLICITOR'S REPORT:** Copy on File.

Mr. Boring reported the Pittsburgh Computer Solution Inc. (PCS), Computer Consultant Contract was reviewed and minor changes were made. Mr. Boring recommended execution of the contract.

Motion: To approve the Annual Complete Care Agreement with Pittsburgh Computer Solution Inc. (PCS), and authorize the Manager to execute.

Moved by Mrs. Kaminsky, Seconded by Mr. Crall

Vote: Motion carried by unanimous vote (summary: Yes = 3)

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

**ENGINEER'S REPORT:** Copy on file.

Mr. Hanley reported the 2018 CFA Grant application for the Stonehenge Trunk Sewer was submitted on February 27, 2018.

Mr. Hanley reported a landslide occurred in the back yard of 338 Buffalo Ridge Road, on February 19, 2018. The landside damaged the Authority's sewer line. Upon investigation, the sewer line shifted, and bowed in certain segments. The sewer line will be replaced, and will be constructed at deeper depths than the current one in order to have more stable soils. The replacement is approximately 275 linear feet and will require three new manholes. The challenge will be getting machinery in the back yard and at the bottom of the hillside. The Authority, as well as the property owner submitted insurance claims, and neither party is insured for this type of damage. The Authority will seek two contractor estimates. Preliminary evaluation indicated the cost is anticipated between \$40,000- \$50,000. This replacement is classified as an emergency repair. The Authority may need to obtain temporary rights of way. The Board indicated some sort of waiver from the Property Owner should be acquired.

Motion: To authorize the Authority Manager to enter into construction agreement with a qualified contractor for an amount not to exceed \$60,000 for the emergency construction of the sewer line located at 338 Buffalo Ridge Road.

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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

Moved by Mrs. Kaminsky, Seconded by Mr. Crall  
Vote: Motion carried by unanimous vote (summary: Yes = 3)  
Yes: Eric S. Grimm, Michael P. Crall, and Rebecca W. Kaminsky

Motion: To authorize the Authority Manager to enter into temporary construction easements as required for the sewer line replacement located at 338 Buffalo Ridge Road.

Moved by Mrs. Kaminsky, Seconded by Mr. Crall  
Vote: Motion carried by unanimous vote (summary: Yes = 3)  
Yes: Eric S. Grimm, Michael P. Crall, and Rebecca W. Kaminsky

Motion: To authorize the Authority Manager with the Solicitor's approval to enter into a waiver agreement with the Property Owner of 338 Buffalo Ridge Road for the sewer line replacement.

Moved by Mr. Crall, Seconded by Mrs. Kaminsky  
Vote: Motion carried by unanimous vote (summary: Yes = 3)  
Yes: Eric S. Grimm, Michael P. Crall, and Rebecca W. Kaminsky

MANAGER'S REPORT: Copy on file.

Mr. Jenkins reported the status of the Donaldson's Crossroads WPCP replacement project. The General Contractor has indicated he may be submitting for another time extension. The current schedule has substantial completion of May 14, 2018, and they would be requesting to June 30, 2018. There may be potential issues with the SCADA System's integration contractor, and the Electrical contractor.

Mr. Jenkins reported the status of Bronder Technical Service(electrical contractor)'s claim. They revised their previous claim, Change Order No. 4, and increased the value of their perceived damages. GHD and Management are still evaluating the revised submittal. GHD will be attending the March Board meeting to discuss.

Mr. Jenkins reported the status of the Dewatering Facility for the Donaldson's Crossroads Treatment Plant Replacement Project. The quotes from the contractors are being evaluated. There may be cost savings with the demolition of the old treatment plant. The quote from the General Contractor was \$240,000. Management sought another contractor's quote, which was \$65,000. Management will get another quote, and depending on the cost variance will consider removing the demolition from the change order, and bid as a separate contract after the work is completed on the Dewatering facility.

Mr. Jenkins reported the cost sharing agreement for Stonehenge Trunk sewer replacement project with the Township and the School District was completed and reviewed by the Solicitor. Mr. Jenkins indicated the Township executed the agreement, and after the Authority executes it will be forwarded to the School District.

Motion: To enter into the Sanitary Sewer Construction Cost Sharing agreement with the Township and the School District for the Stonehenge Trunk sewer replacement project

Moved by Mrs. Kaminsky, Seconded by Mr. Crall  
Vote: Motion carried by unanimous vote (summary: Yes = 3)  
Yes: Eric S. Grimm, Michael P. Crall, and Rebecca W. Kaminsky

Mr. Jenkins reported the grant application was submitted with the CFA grant program for the Stonehenge Trunk sewer replacement project. The program required a resolution to be approved by the Board.

Motion: To adopt Resolution 02-02-18 for the appropriate Board members to execute the grant documents and the funding commitment if the grant is awarded.

Moved by Mr. Crall, Seconded by Mrs. Kaminsky

Vote: Motion carried by unanimous vote (summary: Yes = 3)

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

Mr. Jenkins recommended approval of Donaldson's Crossroads WPCP Replacement Project's General Contractor's, (Kurkin Contracting Inc.) Change Order No. 4 in the amount of \$46,489.53 for gas panel modifications, sodium bisulfite pumps, stairs, railings, grading, and blower pad.

Motion: To approve Donaldson's Crossroads WPCP replacement project General Contractor's, Kurkin Contracting Inc., Change Order No. 4 in the amount of \$46,489.53 for gas panel modifications, sodium bisulfite pumps, stairs, railings, grading, and blower pad.

Moved by Mrs. Kaminsky, Seconded by Mr. Crall

Vote: Motion carried by unanimous vote (summary: Yes = 3)

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

Mr. Jenkins reported the status of the Stratford Manor Pump Station electrical relocation service. Mr. Jenkins requested the Board ratify and grant authorization to the Manager to execute the easement agreement for the property owner located at 209 A Hemlock Drive.

Motion: To ratify the easement with the property owner of 209 Hemlock Drive's for the Stratford Manor Pump Station relocation of the electrical service.

Moved by Mrs. Kaminsky, Seconded by Mr. Crall

Vote: Motion carried by unanimous vote (summary: Yes = 3)

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

OPERATIONS MANAGER'S REPORT: Copy on File.

Mr. Chucuddy reported all the DSD piping inventory has been received for the Brush Run Plant digested sludge drain pump piping project. The replacement will be coordinated with staff efforts to get the inventory down into the digesters.

Mr. Chucuddy reported the status of the 2-Year Grout and CIP point repair project. There is about 75% of the video logs reviewed. There are 2,500 feet remaining to be televised and reviewed. It is anticipated to have the information for the project to the Contractor by the end of March.

Mr. Chucuddy reported the status of Developer projects Brookwood Village and Brookwood Place. The draft developer agreements and financial security and escrow requirements letters have been sent to the developers.

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 Auditors have completed their field work. The audit should be completed by March 30, 2018. The Auditor plans to attend April's Board meeting to review the statements.

Ms. Mowry reported the financial status of the Donaldson's Crossroads Treatment Plant Replacement

Project based upon GHD's monthly progress report No. 24 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 January 31, 2018.

**PAYMENT OF BILLS & REQUISITIONS:** Copy on File

Motion: To approve disbursements in the amount of \$2,153,005.20 from the following funds:

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

Vote: Motion carried by unanimous vote (summary: Yes = 3)

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

<b>Fund</b>	<b>Disbursement</b>	<b>Total</b>
Operating	Checks: 3514 through 3623 and ACH	\$117,955.60
Annual Transfer to CIF	Equipment Replacement Allowance	\$428,348.00
	Operating Surplus	\$715,358.00
Operating	Debt Service Transfer	\$79,912.52
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	\$21.41
Developer Fund	Checks 1020	\$2,137.02
CFS Capital Improvement Fund	Requisition 2018-1	\$219,642.66
Annual Transfer	CFS 2017 Tap Fee to CIF	\$60,000
Zion Bank Construction Fund	Requisition	\$0.00
2016 PV- Construction Fund		\$442,991.93
Penn Vest	Penn Vest Payment – Ivy Lane Sewer Ext. 2003 Debt Payment	\$2,199.93

**OTHER BUSINESS:**

Motion: To adjourn the Board Meeting at 7:38 p.m.  
Moved by Mrs. Kaminsky, Seconded by Mr. Crall,  
Vote: Motion carried by unanimous vote (summary: Yes = 3)  
Yes: Eric S. Grimm, Rebecca W. Kaminsky, and Michael P. Crall

Respectfully Submitted,

Patricia Mowry

## MOTIONS SUMMARY

<b>MOTION NO.</b>	<b>MOVED</b>	<b>SECOND</b>	<b>MOTION SUMMARY TABLE</b>	<b>VOTE</b>
1	Kaminsky	Crall	To approve the minutes of the January 10, 2018 Board Meeting.	Approved
2	Kaminsky	Crall	To approve the Annual Complete Care Agreement with Pittsburgh Computer Solution Inc. (PCS), and authorize the Manager to execute.	Approved
3	Kaminsky	Crall	To authorize the Authority Manager to enter into construction agreement with a qualified contractor for an amount not to exceed \$60,000 for the emergency construction of the sewer line located at 338 Buffalo Ridge Road.	Approved
4	Kaminsky	Crall	To authorize the Authority Manager to enter into temporary construction easements as required for the sewer line replacement located at 338 Buffalo Ridge Road.	Approved
5	Crall	Kaminsky	To authorize the Authority Manager with the Solicitor's approval to enter into a waiver agreement with the Property Owner of 338 Buffalo Ridge Road for the sewer line replacement.	Approved
6	Kaminsky	Crall	To enter into the Sanitary Sewer Construction Cost Sharing agreement with the Township and the School District for the Stonehenge Trunk sewer replacement project.	Approved
7	Crall	Kaminsky	To adopt Resolution 02-02-18 for the appropriate Board members to execute the grant documents and the funding commitment if the grant is awarded.	Approved
8	Kaminsky	Crall	To approve Donaldson's Crossroads WPCP replacement project General Contractor's, Kurkin Contracting Inc., Change Order No. 4 in the amount of \$46,489.53 for gas panel modifications, sodium bisulfite pumps, stairs, railings, grading, and blower pad.	Approved
9	Kaminsky	Crall	To ratify the easement with the property owner of 209 Hemlock Drive's for the Stratford Manor Pump Station relocation of the electrical service.	Approved
10	Kaminsky	Crall	To approve disbursements in the amount of \$2,153,005.20.	Approved
11	Kaminsky	Crall	To adjourn the Board Meeting at 7:38 p.m.	Approved