



# 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**

**JUNE 13, 2018**

**ROLL CALL:**

**REVIEW OF MINUTES FOR APPROVAL:** Minutes of May 09, 2018

**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 May 31, 2018

**PAYMENT OF BILLS & REQUISITIONS:**

**OTHER BUSINESS:**

- 1) Approve and execute the "Software License and Services Agreement – GeoDecisions GeoPlan System" with Geo Decisions
- 2) Approval of HRG's Brush Run WPCP Roof Design Service Order
- 3) GHD'S Task Order for Construction Phase Services
- 4) Resolution to Update to the Right to Know Policy with Mr. Jenkin's information
- 5) Executive Session in regards to DC legal issues and personnel issues

**ADJOURNMENT:**



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## REGULAR MEETING

June 13, 2018

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 Robert L. Burns. 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 Michael P. Crall.

### APPROVAL OF MINUTES:

Motion: To approve the minutes of the May 9, 2018 Board Meeting.

Moved by Mr. Grimm, Seconded by Mrs. Kaminsky

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

Yes: David G. Blazek, Eric S. Grimm, Rebecca W. Kaminsky, and Robert L. Burns

### VISITORS:

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

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

Mr. Hanley reported the status of the DC WPCP Interceptor Improvements Project. The permits are in the process of either being reviewed or approved. He indicated since the Authority will be applying for a PENNVEST Loan for both the DC improvements and the Hidden Brook emergency repair, the projects are now renamed as the Conveyance System Improvements Project, with each project classified as a subproject.

Mr. Hanley reported the easements for the Conveyance System Improvements Project, Oakwood Road portion of the project are completed. Ms. Mowry recommended execution of the easements.

Motion: To enter into and authorize the Chairman to execute the individual property owners' Easement and Rights of Way agreements for the Conveyance System Improvements Project.

Moved by Mr. Grimm, Seconded by Mrs. Kaminsky

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

Yes: David G. Blazek, Eric S. Grimm, Rebecca W. Kaminsky, and Robert L. Burns

Mr. Hanley reported the status of the Rutledge Drive area sewer project. The draft bidding documents have been submitted to Management for review, with management's extensive comments incorporated. It is expected to advertise for bid in June with a bid opening and award in July.

Motion: To advertise the bid for the Rutledge Drive area sewer project.

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 Robert L. Burns

Mr. Hanley reported on the Brush Run replacement roof. There was a lengthy discussion on the need and cost of the engineering and the construction of the roof. The current roof is a flat rubber composite, and is approximately ten years old. It is in extremely poor condition, with multiple major leaks. Due to the excessive leakage, the brick on the building has water damage as well. This has been in the capital plan for years to replace, with a different design to protect the integrity of the building. The proposal would be to construct a structure to support a pitched roof, with a standing seam metal roof with a life expectancy of 50

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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

years. The Board requested Management evaluated other cost effective options.

Mr. Hanley reported on the Stonehenge Truck Sewer project. The permits will be submitted in three to four weeks. The grant agency will announce awards in September 2018.

MANAGER'S REPORT: Copy on file.

Mr. Jenkins reported the status of the Donaldson's Crossroads Treatment Plant Replacement Project. There are issues pertaining to procurement of the electrical motor starters for the (3) effluent pumps and the air-lift blower. The starters were inadvertently left out of the bid documents. A change order was issued to the Electrical Contractor, and there has been delay in getting the order processed by the manufacturer. There will be an additional cost of \$4,000 to expedite the order. Kukurin Contracting indicated their portion of work would be completed by the substantial completion date, but due to the delay of starters, they may be looking to recoup time delay damages.

Mr. Jenkins recommended an executive session to discuss potential litigation regarding the Donaldson's Crossroads Treatment Plant Replacement Project and personnel matters.

Motion: To enter into Executive Session at 7:35 p.m. to discuss potential litigation regarding the Donaldson's Crossroads Treatment Plant Replacement Project and personnel matters.

Moved by Mrs. Kaminsky, Seconded by Mr. Burns

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

Yes: David G. Blazek, Eric S. Grimm, Rebecca W. Kaminsky, and Robert L. Burns

Out of Executive Session at 7:50 p.m.

Mr. Jenkins summarized all the GHD recommended change orders for the Donaldson's Crossroads Treatment Plant Replacement Project, and recommended approval of the change orders.

Motion: To approve Bronder Technical Services, Electrical Contract 4, Change Order No. 7, for various project changes as presented in change order in the amount of \$49,545.

Moved by Mr. Grimm, Seconded by Mrs. Kaminsky

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

Yes: David G. Blazek, Eric S. Grimm, Rebecca W. Kaminsky, and Robert L. Burns

Motion: To approve Kukurin Contracting Inc. General Contract 1, Change Order No. 7 for various project changes as presented in change order in the amount of \$22,410.77.

Moved by Mr. Grimm, Seconded by Mrs. Kaminsky

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

Yes: David G. Blazek, Eric S. Grimm, Rebecca W. Kaminsky, and Robert L. Burns

Motion: To approve Kurkurin Contractor Inc., HVAC Contract 2, Change Order No. 6, for additional duct and grill work associated with louver in the amount of \$1,351.25.

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 Robert L. Burns

Motion: To approve Kurkurin Contractor Inc., Plumbing Contract 3, Change Order No. 5, for an exterior emergency eyewash shower, in the amount of \$5,816.70.

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 Robert L. Burns

**OPERATIONS MANAGER’S REPORT:** Copy on File.

Mr. Chucuddy reported the status of the BR NPDES permit renewal. The Authority received a third draft of the permit that will be published in the PA Bulletin. GHD and Management are reviewing, and plan to make comments on the proposed permit.

Mr. Chucuddy reported the Township approved to move forward with the updated version of GeoDecisions GeoPlan system. Mr. Chucuddy recommended approval of the License and Service agreement. The updated version of GeoPlan will be a web based system, and will include customization for dye testing procedures and reporting.

Motion: To approve GeoDecisions Software License and Service Agreement for the GeoPlan System in the amount \$15,400.

Moved by Mr. Grimm, Seconded by Mrs. Kaminsky

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

Yes: David G. Blazek, Eric S. Grimm, Rebecca W. Kaminsky, and Robert L. Burns

**SPECIAL PROJECTS MANAGER’S REPORT:** None Provided

**CORRESPONDENCE FOR THE BOARD’S INFORMATION:** Copy on File

**FINANCIAL CONTROLLER’S REPORT:** Copy on File

**FINANCIAL STATEMENT REVIEW:** Month ending May 31, 2018.

Ms. Mowry recommended adoption of the Resolution 03-06-18 to update the designated Open Records Officer as Enoch E. Jenkins for the Right to Know Open Records Law.

Motion: Adopt Resolution 03-06-18 to update the designated Open Records Officer as Enoch E. Jenkins for the Right to Know Open Records Law.

Moved by Mr. Grimm, Seconded by Mr. Burns

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

Yes: David G. Blazek, Eric S. Grimm, Rebecca W. Kaminsky, and Robert L. Burns

Ms. Mowry reported the financial status of the Donaldson’s Crossroads Treatment Plant Replacement Project based upon GHD’s monthly progress report No. 28 as distributed.

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.

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

Motion: To approve disbursements in the amount of \$781,487.55 from the following funds:

Moved by Mrs. Kaminsky, Seconded by Mr. Burns

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

Yes: David G. Blazek, Eric S. Grimm, Rebecca W. Kaminsky, and Robert L. Burns

<b>Fund</b>	<b>Disbursement</b>	<b>Total</b>
Operating	Checks: 3829 through 3912 and ACH	\$124,639.67
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	\$19.77
Developer Fund	Checks 1026-1027	\$6,536.35
CFS Capital Improvement Fund	Requisition 2018-5	\$67,059.35
Zion Bank Construction Fund	Requisition	\$0.00
2016 PV- Construction Fund		\$496,594.35
Penn Vest	Penn Vest Payment – Ivy Lane Sewer Ext. 2003 Debt Payment	\$2,199.93

**OTHER BUSINESS:**

Motion: To adjourn the Board Meeting at 8:26 p.m.

Moved by Mr. Grimm, Seconded by Mrs. Kaminsky

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

Yes: David G. Blazek, Eric S. Grimm, Rebecca W. Kaminsky, and Robert L. Burns

Respectfully Submitted,

Patricia Mowry

## MOTIONS SUMMARY

MOTION NO.	MOVED	SECOND	MOTION SUMMARY TABLE	VOTE
1	Grimm	Kaminsky	To approve the minutes of the May 9, 2018 Board Meeting.	Approved
2	Grimm	Kaminsky	To enter into and authorize the Chairman to execute the individual property owners' Easement and Rights of Way agreements for the Conveyance System Improvements Project.	Approved
3	Kaminsky	Grimm	To advertise the bid for the Rutledge Drive area sewer project.	Approved
4	Kaminsky	Burns	To enter into Executive Session at 7:35 p.m. to discuss potential litigation regarding the Donaldson's Crossroads Treatment Plant Replacement Project and personnel matters.	Approved
5	Grimm	Kaminsky	To approve Bronder Technical Services, Electrical Contract 4, Change Order No. 7, for various project changes as presented in change order in the amount of \$49,545.	Approved
6	Grimm	Kaminsky	To approve Kukurin Contracting Inc. General Contract 1, Change Order No. 7 for various project changes as presented in change order in the amount of \$22,410.77.	Approved
7	Kaminsky	Grimm	To approve Kurkurin Contractor Inc., HVAC Contract 2, Change Order No. 6, for additional duct and grill work associated with louver in the amount of \$1,351.25.	Approved
8	Kaminsky	Grimm	To approve Kurkurin Contractor Inc., Plumbing Contract 3, Change Order No. 5, for an exterior emergency eyewash shower, in the amount of \$5,816.70.	Approved
9	Grimm	Kaminsky	To approve GeoDecisions Software License and Service Agreement for the GeoPlan System in the amount \$15,400.	Approved
10	Grimm	Burns	Adopt Resolution 03-06-18 to update the designated Open Records Officer as Enoch E. Jenkins for the Right to Know Open Records Law.	Approved
11	Kaminsky	Burns	To approve disbursements in the amount of \$781,487.55.	Approved
12	Grimm	Kaminsky	To adjourn the Board Meeting at 8:26 p.m.	Approved