



# 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**

**AUGUST 08, 2018**

**ROLL CALL:**

**REVIEW OF MINUTES FOR APPROVAL:** Minutes of July 11, 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 July 31, 2018

**PAYMENT OF BILLS & REQUISITIONS:**

**OTHER BUSINESS:**

- 1) Executive Session For Personnel Matters
- 2) Award Contract For Rutledge Drive Contract

**ADJOURNMENT:**



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## REGULAR MEETING

August 8, 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, Rebecca W. Kaminsky, Michael P. Crall and Robert L. Burns. Also present were: Nathan Boring, Solicitor, Chad Hanley, Engineer, Mark A. Chucuddy, Operations Manager, and Patricia Mowry, Financial Controller. Absent from meeting was Eric S. Grimm, and Enoch E. Jenkins, Manager.

### APPROVAL OF MINUTES:

Motion: To approve the minutes of the July 11, 2018 Board Meeting.

Moved by Mrs. Kaminsky, Seconded by Mr. Crall

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

Yes: David G. Blazek, Michael P. Crall, 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 Conveyance System Improvements Projects. The DC WPCP Interceptor Improvements Project permit applications are still awaiting PaDEP's approval. The Fish Commission indicated they will prepare the license agreement for the easements required as part of the Giant Oaks portion of the project.

Mr. Hanley reported the status of the Stonehenge Trunk Sewer project. HRG will be submitting the permit applications in the near future.

Mr. Hanley reported there were five bids received for the Rutledge Drive Area Sanitary Rehabilitation Project – Contract No. 2018-01. This was a project budgeted in the 2018 capital budget. Mr. Hanley recommended award of the contract to the low-bidder.

Motion: To authorize HRG to issue a notice of intent to award contract to the apparent low-bidder, Insituform Technologies LLC, in the amount of \$111,079.30 for the Rutledge Drive Area Sanitary Rehabilitation Project – Contract No. 2018-01, pending Mr. Hanley's review and confirmation the bid received meets the requirements of solicitation.

Moved by Mrs. Kaminsky, Seconded by Mr. Crall

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

Yes: David G. Blazek, Michael P. Crall, Rebecca W. Kaminsky, and Robert L. Burns

Mr. Hanley reported the status of the Deerfield Manor Pump Station. Mr. Hanley reached out to Upper St. Clair Township's engineer regarding sewage facilities planning that is required to be performed. No response has been received.

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

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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

OPERATIONS MANAGER’S REPORT: Copy on File.

Mr. Chucuddy reported the status of the BR NPDES permit renewal. The permit became effective August 1, 2018. Management, with assistance of GHD was successful in having several of the parameters removed from the final permit. Management is awaiting PaDEP’s permission to proceed with a Peracetic Acid Pilot study. This is an alternate type of disinfection to replace the use of chlorine, thereby eliminating the chlorine byproducts from our discharge as will be required in the 3<sup>rd</sup> year of the permit.

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 July 31, 2018.

Ms. Mowry reported the financial status of the Donaldson’s Crossroads Treatment Plant Replacement Project based upon GHD’s monthly progress report No. 30 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.

Mr. Crosswell, with GHD will be attending the September Board meeting for a project status update.

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

Motion: To approve disbursements in the amount of \$753,726.76 from the following funds:

Moved by Mrs. Kaminsky, Seconded by Mr. Crall

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

Yes: David G. Blazek, Michael P. Crall, Rebecca W. Kaminsky, and Robert L. Burns

<b>Fund</b>	<b>Disbursement</b>	<b>Total</b>
Operating	Checks: 3996 through 4554 and ACH	\$79,609.64
Payroll	Transfer from Operating to Payroll fund	\$80,000.00
Operating	Transfer to Debt Service Fund	\$270,536.09
CFS Bank Loan	Valley View Sewer Ext.	\$4,438.13
Developer Fund	Reimbursement Operating Fund	\$13.31
Developer Fund	Checks 1028	\$8,395.34
CFS Capital Improvement Fund	Requisition 2018-7	\$32,801.72
Zion Bank Construction Fund	Requisition	\$0.00
2016 PV- Construction Fund		\$275,732.60

Penn Vest	Penn Vest Payment – Ivy Lane Sewer Ext. 2003 Debt Payment	\$2,199.93
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**OTHER BUSINESS:**

Mr. Boring recommended entering into executive session to discuss personnel related matters.

Motion: To enter into Executive Session at 7:20 p.m. to discuss personnel matters.

Moved by Mr. Burns, Seconded by Mrs. Kaminsky

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

Yes: David G. Blazek, Michael P. Crall, Rebecca W. Kaminsky, and Robert L. Burns

Out of Executive Session at 7:39 p.m.

Motion: To adjourn the Board Meeting at 7:40 p.m.

Moved by Mr. Crall, Seconded by Mr. Burns

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

Yes: David G. Blazek, Michael P. Crall, Rebecca W. Kaminsky, and Robert L. Burns

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 June 13, 2018 Board Meeting.	Approved
2	Kaminsky	Crall	To authorize HRG to issue a notice of intent to award contract to the apparent low-bidder, Insituform Technologies LLC, in the amount of \$111,079.30 for the Rutledge Drive Area Sanitary Rehabilitation Project – Contract No. 2018-01.	Approved
3	Kaminsky	Crall	To approve disbursements in the amount of \$753,726.76.	Approved
4	Burns	Kaminsky	To enter into Executive Session at 7:20 p.m. to discuss personnel matters.	Approved
5	Crall	Burns	To adjourn the Board Meeting at 7:40 p.m.	Approved