



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 12, 2018

ROLL CALL:

REVIEW OF MINUTES FOR APPROVAL: Minutes of August 8, 2018

VISITORS: Sean Garin, Council for Dewatering Facility Borrowing

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, 2018

PAYMENT OF BILLS & REQUISITIONS:

OTHER BUSINESS:

- 1) HRG Service Order for Deerfield
- 2) Resolution for Additional Borrow for the DC WPCP Project
- 3) Executive Session for Personnel and Potential Litigation

ADJOURNMENT:



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REGULAR MEETING

September 12, 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 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 Eric S. Grimm.

APPROVAL OF MINUTES:

Motion: To approve the minutes of the August 8, 2018 Board Meeting.

Moved by Mrs. Kaminsky, Seconded by Mr. Burns

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

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

VISITORS:

Mr. Sean Garin, with Dinsmore & Shohl LLP gave an overview of the conditions regarding the CFS Bank borrowing in the amount of \$1,225,000. The borrowing will go to refund the 2003 CFS bank loan, and provide construction funds for the Donaldson's Crossroads WPCP dewatering facility. The Authority received seven proposals for the borrowing. Mr. Garin and Management recommended approval of the proposal from CFS Bank for the borrowing. The terms of the note are: a tax-exempt \$1,225,000 borrowing for a ten year period with a fifteen year amortization, a \$487,000 balloon payment will be due at the end of the ten year period, the interest rate is 3.75%, and the note will be a subordinate debt to the PV Loans and the 2016 Bond issue Ms. Mowry presented the resolution outlining the terms.

Motion: To adopt Resolution No. 04-09-18 to authorize the issuance of a subordinate sewer revenue note to CFS Bank in the amount of \$1,225,000 for the satisfaction of the 2003 CFS Bank note, and the provide construction funds for the Donaldsons Crossroads WPCP dewatering facility.

Moved by Mrs. Kaminsky, Seconded by Mr. Burns

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

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

SOLICITOR'S REPORT: Copy on File.

ENGINEER'S REPORT: Copy on file.

Mr. Hanley reported the status of the Conveyance System Improvements Projects. HRG will assist with the PENNVEST loan application for this project. The submittal deadline is November 1, 2018.

Mr. Hanley reported he reviewed the bid and all the necessary documentation from the low bidder Insituform Technologies, LLC for the Rutledge Drive Area Sanitary Rehabilitation Project – Contract No. 2018-01. Mr. Hanley recommended execution of the contract and the issuance of the notice to proceed with construction.

Motion: To execute the contract with Insituform Technologies LLC, in the amount of \$111,079.30 for the Rutledge Drive Area Sanitary Rehabilitation Project – Contract No. 2018-01, and issue the notice to proceed with construction.

Moved by Mr. Burns, Seconded by Mrs. Kaminsky

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

Vote: Motion carried by unanimous vote (summary: Yes = 3)
Yes: David G. Blazek, Rebecca W. Kaminsky, and Robert L. Burns

Mr. Hanley reported the status of the Deerfield Manor Pump Station. Mr. Hanley presented a proposal for the facilitation of the customer transfer and the sewage facilities planning services. The planning services include the sewage facilities planning mailer and exemption request, and preparation of the sewage facilities planning module if required.

Motion: To approve HRG's Service Order 6966.0446 for the Deerfield Manor/Links Drive customer transfer agreement and for sewage facilities planning services for a not to exceed amount of \$15,000.

Moved by Mr. Burns, Seconded by Mrs. Kaminsky

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

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

MANAGER'S REPORT: Copy on file.

Mr. Jenkins reported the new Donaldson's Crossroad WCPC is online and operating as designed. The occupancy permit was issued by the Township on September 4, 2018. Both contractors are still behind schedule, and there has been correspondence that proposes new substantial completion dates. The demolition of the existing garage and package plant is anticipated to commence the week of September 17, 2018. GHD has indicated they will make a presentation at the October Board meeting.

OPERATIONS MANAGER'S REPORT: Copy on File.

Mr. Chucuddy reported the status of the BR NPDES permit renewal. PaDEP is requiring additional testing regarding the Peracetic Acid process which would substantially increase the cost to where it may not be feasible, considering that approval is not guaranteed. Additionally, the proposed concentrations of CDBM and chloroform are less than the drinking water standard and our effluent exceeds these concentrations even prior to generating them as a chlorination byproduct. We plan to submit to PaDEP a toxic reduction evaluation on how we plan to eliminate the DCBM and chloroform in our effluent. This work plan is due to PaDEP by November 1, 2018.

Mr. Chucuddy reported that we have received all the laboratory equipment to perform the testing on the analytes (phosphorous, total nitrogen, bromide) we plan to get approved. We hope to have them approved by PaDEP by the first quarter of 2019.

Mr. Chucuddy indicated that the WET testing for Brush Run must be completed by years end, and the WET testing for Donaldson must be completed within 6 months. These both will be scheduled in the very near future.

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 August, 2018.

Ms. Mowry reported the financial status of the Donaldson's Crossroads Treatment Plant Replacement Project based upon GHD's monthly progress report No. 31 as distributed.

Ms. Mowry presented a summary of change orders for the general and electrical contracts for the Donaldson's Crossroads Treatment Plant Replacement Project, and recommended approval of the change orders.

Motion: To approve Kukurin Contracting Inc. General Contract 1, Change Order No. 8 for various project changes as presented in change order in the amount of \$28,640.35

Moved by Mr. Burns, Seconded by Mrs. Kaminsky

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

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

Motion: To approve Bronder Technical Services, Electrical Contract 4, Change Order No. 8, for various project changes as presented in change order in the amount of \$9,413.00.

Moved by Mrs. Kaminsky, Seconded by Mr. Burns

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

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

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 \$535,467.10 from the following funds:

Moved by Mrs. Kaminsky, Seconded by Mr. Burns

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

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

Fund	Disbursement	Total
Operating	Checks: 4001 through 4086 and ACH	\$89,758.62
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	\$2.56
Developer Fund	Checks 1029-1030	\$14,060.58
CFS Capital Improvement Fund	Requisition 2018-8	\$50,896.44
Zion Bank Construction Fund	Requisition	\$0.00
2016 PV-Construction Fund		\$294,100.84
Penn Vest	Penn Vest Payment – Ivy Lane Sewer Ext. 2003 Debt Payment	\$2,199.93

OTHER BUSINESS:

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

Motion: To enter into Executive Session at 7:34 p.m. to discuss personnel matters.

Moved by Mr. Burns, Seconded by Mrs. Kaminsky

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

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

Out of Executive Session at 8:22 p.m.

Motion: To adjourn the Board Meeting at 8:23 p.m.

Moved by Mrs. Kaminsky, Seconded by Mr. Burns

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

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

Respectfully Submitted,

Patricia Mowry

MOTIONS SUMMARY

MOTION NO.	MOVED	SECOND	MOTION SUMMARY TABLE	VOTE
1	Kaminsky	Burns	To approve the minutes of the August 8, 2018 Board Meeting.	Approved
2	Kaminsky	Burns	To adopt Resolution No. 04-09-18 to authorize the issuance of a subordinate sewer revenue note to CFS Bank in the amount of \$1,225,000 for the satisfaction of the 2003 CFS Bank note, and the provide construction funds for the Donaldson's Crossroads WPCP dewatering facility.	Approved
3	Burns	Kaminsky	To execute the contract with Insituform Technologies LLC, in the amount of \$111,079.30 for the Rutledge Drive Area Sanitary Rehabilitation Project – Contract No. 2018-01, and issue the notice to proceed with construction.	Approved
4	Burns	Kaminsky	To approve HRG's Service Order 6966.0446 for the Deerfield Manor/Links Drive customer transfer agreement and for sewage facilities planning services for a not to exceed amount of \$15,000.	Approved
5	Burns	Kaminsky	To approve Kukurin Contracting Inc. General Contract 1, Change Order No. 8 for various project changes as presented in change order in the amount of \$28,640.35	Approved
6	Kaminsky	Burns	To approve Bronder Technical Services, Electrical Contract 4, Change Order No. 8, for various project changes as presented in change order in the amount of \$9,413.00.	Approved
7	Kaminsky	Burns	To approve disbursements in the amount of \$535,467.10.	Approved
8	Burns	Kaminsky	To enter into Executive Session at 7:34 p.m. to discuss personnel matters.	Approved
9	Kaminsky	Burns	To adjourn the Board Meeting at 8:23 p.m.	Approved