



PETERS TOWNSHIP SANITARY AUTHORITY

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

www.ptsaonline.org

AGENDA

REGULAR MEETING

January 9, 2019

ROLL CALL:

REORGANIZATION 2019:

REVIEW OF MINUTES FOR APPROVAL: Minutes of December 12, 2018

VISITORS:

SOLICITOR'S REPORT:

ENGINEER'S REPORT:

MANAGER'S REPORT:

OPERATIONS MANAGER'S REPORT:

CORRESPONDENCE FOR THE BOARD'S INFORMATION:

FINANCIAL CONTROLLER'S REPORT:

FINANCIAL STATEMENT REVIEW: Month Ending December 31, 2018

PAYMENT OF BILLS & REQUISITIONS:

OTHER BUSINESS:

- 1) Acceptance of proposed sewage flows from Tracy Plan of Lots: 400 GPD, 1 EDU
- 2) Authorization for the License Agreement, with the Commonwealth, for the DC Sewer Project.

ADJOURNMENT:



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REGULAR MEETING

January 9, 2019

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, Robert L. Burns and John A. Banaszak. Also present were: Nathan Boring, Solicitor, Chad Hanley, Engineer, Enoch E. Jenkins, Manager, Mark A. Chucuddy, Operations Manager, and Patricia Mowry, Financial Controller.

REORGANIZATION OF THE BOARD:

Motion: To appoint Mr. Grimm as the Temporary Chair.

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

Motion: For a reaffirmation of the existing Officers across the Board.

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

Motion: To appoint all professionals, Gaitens, Tucceri & Nicholas, P.C. as the Solicitor, HRG Engineers Inc. as the Consulting Engineer, Guthrie, Belczyk & Associates, P.C. as the Auditor, CFS Bank as the Depository.

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

Motion: To designate the Official Newspapers as the Observer Reporter, and Post-Gazette and the Board meeting dates were set for the 2nd and 4th Wednesday of every month at 7:00 p.m., located in the lower level of the Authority's business office.

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

Mr. Banaszak entered the meeting at 7:15 pm.

APPROVAL OF MINUTES:

Motion: To approve the minutes of the December 12, 2018 Board Meeting, with the minor correction.

Moved by Mr. Burns, Seconded by Mrs. Kaminsky

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

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

VISITORS:

1. Mr. Tracy, Owner of the Tracy Plan of Lots

Re: Acceptance of flows from the Tracy Plan of Lots

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

Mr. Chucuddy reported on the Tracy Plan of Lots, and recommended acceptance of the sewage flows for the one lot subdivision.

Motion: To accept the proposed sewage flows from the Tracy Plan of Lots: 400 GPD, 1 EDU

Moved by Mrs. Kaminsky, Seconded by Mr. Grimm

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

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

SOLICITOR'S REPORT: Copy on File.

Mr. Boring reported the transfer agreement for the Deerfield Manor area is in the final stages of the approval process.

MANAGER'S REPORT: Copy on file.

Mr. Jenkins reported the status of the new Donaldson's Crossroad WPCP, and the Dewatering facility. The dewatering equipment is on site, and scheduled to be installed in the near future.

Mr. Jenkins reported the status of the Conveyance System Improvements Project. Most easements have been acquired. Mr. Jenkins and Mr. Hanley will be meeting with the Hidden Brook Homeowners Association regarding the project.

ENGINEER'S REPORT: Copy on file.

Mr. Hanley reported the status of the Conveyance System Improvements Projects. The bidding documents were completed. There will be three separate contracts. The project will be placed on the Penn Bid website and advertised in the Observer Reporter the week of January 14, 2019. The bid opening is planned for the week of February 7, 2019. The PennVest Board meeting for the \$4.7 Million loan application is scheduled for January 30, 2019. Mr. Hanley indicated the licensing agreement with the Fish Commission is in the final approval stages, and recommended authorization of proper officers to execute the document. This is for the Giant Oaks portion of the inceptor along the parking lot off McDowell Lane.

Motion: To authorization of proper officers to execute licensing agreement with the Common Wealth Fish Commission for the Giant Oaks portion of the Conveyance System Improvements Project.

Moved by Mrs. Kaminsky, Seconded by Mr. Burns

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

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

Mr. Hanley reported status of the Rutledge Drive Area Sanitary Rehabilitation Project – Contract No. 2018-01. The lining portion of the contract is complete; however, the lateral reinstatements remain to be grouted.

Motion: To approve Pay Estimate 2 in the amount of \$17,017.14 for Insituform Technologies LLC for the Rutledge Drive Area Sanitary Rehabilitation Project

Moved by Mrs. Kaminsky, Seconded by Mr. Banaszak

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

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

Mr. Hanley reported the status of the Stonehenge Truck Sewer project. All of the permit applications have been submitted.

OPERATIONS MANAGER’S REPORT: Copy on File.

CORRESPONDENCE FOR THE BOARD’S INFORMATION: Copy on File

FINANCIAL CONTROLLER’S REPORT: Copy on File

FINANCIAL STATEMENT REVIEW: Month ending November, 2018.

Ms. Mowry reported the financial status of the Donaldson’s Crossroads Treatment Plant Replacement Project based on GHD’s monthly progress report No. 35, 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.

PAYMENT OF BILLS & REQUISITIONS: Copy on File

Motion: To approve disbursements in the amount of \$829,171.19 from the following funds:

Moved by Mrs. Kaminsky, Seconded by Mr. Banaszak

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

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

Fund	Disbursement	Total
Operating	Checks: 4325 through 4414 and ACH	\$111,913.39
Payroll	Transfer from Operating to Payroll fund	\$80,000.00
CFS Bank Loan	Valley View Sewer Ext/Dewatering	\$8,941.33
Developer Fund	Reimbursement Operating Fund	\$4.55
Developer Fund	Checks 1034	\$2,863.08
CFS Capital Improvement Fund	Requisition 2018-12	\$623,248.91
Penn Vest	Penn Vest Payment – Ivy Lane Sewer Ext. 2003 Debt Payment	\$2,199.93

OTHER BUSINESS:

Motion: To adjourn the Board Meeting at 7:30 p.m.

Moved by Mr. Burns, Seconded by Mrs. Kaminsky

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

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

Respectfully Submitted,

Patricia Mowry

MOTIONS SUMMARY

MOTION NO.	MOVED	SECOND	MOTION SUMMARY TABLE	VOTE
1	Kaminsky	Burns	To appoint Mr. Grimm as the Temporary Chair.	Approved
2	Kaminsky	Burns	For a reaffirmation of the existing Officers across the Board.	Approved
3	Kaminsky	Burns	To appoint all professionals, Gaitens, Tucceri & Nicholas, P.C. as the Solicitor, HRG Engineers Inc. as the Consulting Engineer, Guthrie, Belczyk & Associates, P.C, as the Auditor, CFS Bank as the Depository.	Approved
4	Kaminsky	Burns	To designate the Official Newspapers as the Observer Reporter, and Post-Gazette and the Board meeting dates were set for the 2 nd and 4 th Wednesday of every month at 7:00 p.m., located in the lower level of the Authority's business office.	Approved
5	Burns	Kaminsky	To approve the minutes of the December 12, 2018 Board Meeting, with the minor correction.	Approved
6	Kaminsky	Grimm	To accept the proposed sewage flows from the Tracy Plan of Lots: 400 GPD, 1 EDU.	Approved
7	Kaminsky	Burns	To authorization of proper officers to execute licensing agreement with the Common Wealth Fish Commission for the Giant Oaks portion of the Conveyance System Improvements Project.	Approved
8	Kaminsky	Banaszak	To approve Pay Estimate 2 in the amount of \$17,017.14 for Insituform Technologies LLC for the Rutledge Drive Area Sanitary Rehabilitation Project.	Approved
9	Kaminsky	Banaszak	To approve disbursements in the amount of \$829,171.19.	Approved
10	Burns	Kaminsky	To adjourn the Board Meeting at 7:30 p.m.	Approved