

**PETERS TOWNSHIP
SANITARY AUTHORITY**

3244 WASHINGTON ROAD
McMURRAY, PA 15317-3153
PHONE: 724-941-6709
FAX: 724-941-2283
Web Site: ptsaonline.org



James J. Miskis, Manager
Mark A. Chucuddy, Asst. Manager
Mildred Paff, Office Manaer

REGULAR MEETING

DECEMBER 14, 2004

ROLL CALL:

The regularly scheduled meeting of the Peters Township Sanitary Authority was called to order by the Chairman. Board members present were G. Robert Jacobs, Gerald C. Grubesky, John P. Slagle, George A. Khalouf and Denver E. Yingling. Also present were Terry Soster and Kevin Hoffman, KLH Engineers, Inc; Fred E. Baxter, Jr., Solicitor; James J. Miskis, Manager; Mark A. Chucuddy, Assistant Manager; Patricia Foote, Financial Controller, and Mildred Paff, Admin/Acct Clerk.

REVIEW OF MINUTES FOR APPROVAL:

Corrections were made on Pages 1 and 4 for clarification. John Slagle moved to approve the Minutes of the November 9, 2004 meeting as corrected. The motion, seconded by Gerald Grubesky, carried without a dissenting vote.

VISITORS: None present

SOLICITOR'S REPORT:

Fred Baxter, Solicitor, reported that in regard to the claim of Louis Siyufy, 140 Sherwood Drive, for damages to his property by Allegheny Power and the Authority, he has been informed that Allegheny Power is suing Mr. Siyufy for neglecting the tree on his property that fell on the power lines.

Mr. Baxter sent a letter to two Ivy Lane property owners (Hutton and Steiner) who have not made their monthly payments in accordance with their Agreement. Hutton has since paid the assessments due for October, November, December, and January but did not include the \$50.00 for legal fees. There has been no response from Steiner.

Ms. Foote will draft a policy on handling the delinquent assessment accounts for discussion at the January, 2005 meeting.

ENGINEER'S REPORT: Copy on file

In regard to the development proposed on Maple Lane that will require a pump station, Mr. Miskis requested an estimated cost for KLH Engineers to design the pump station rather than the developer's engineer. KLH recommends a design report at a cost of \$3,200 to explore the items

that are uncertain at this time. The Authority will share a proportional cost of the pump station because the Timbercrest pump station will be taken out of service.

Gerald Grubesky moved to authorize KLH Engineers, Inc. to develop a preliminary design report for the Maple Lane pump station at a cost of \$3,200.00. The motion, seconded by George Khalouf, carried without a dissenting vote.

In regard to the Rutledge/Stratford Manor pump station upgrades, Oakdale Construction has not submitted the change order or closing documents required. Mr. Miskis said the engineers should prepare the Change Order as previously discussed and send to the contractor, Oakdale Construction, for signature to close out the project.

Mr. Miskis reported that the contractor, Insight Pipe Contracting, completed about 335 feet of lining today on the Friar Lane Liner Rehabilitation project. Mr. Miskis asked Insight Pipe to submit a change order price for doing a line in the Donaldsons Crossroads area. Insight Pipe Contracting submitted a price of \$31.00 a lineal foot to do the 179 feet proposed. Additionally, the Authority has been trying to televise about 5,000 feet of VCP in the Stonehenge area in order to bid the 2005 grout project but our camera is out for repairs. Insight Pipe Contracting said they would do the 5,000 feet at a price of \$1.00/foot.

John Slagle moved to authorize a Change Order to Insight Pipe Contracting to include lining the 179 feet of line in the Donaldsons Crossroads area at \$31.00/lineal foot and also televise 5,000 feet of VCP in the Stonehenge area at a price of \$1.00/foot. The motion, seconded by Gerald Grubesky, carried without a dissenting vote.

MANAGER'S REPORT: Copy on file

Mr. Miskis, Manager, reported that the Brush Run Plant has an operational problem due to "water fleas" multiplying in the clarifiers which may have come into the plant during the September flood. Measures are being taken to eradicate the organism.

Due to the Uniform Construction Code, Mr. Miskis proposed adoption of revised building sewer specifications to incorporate the revisions proposed for the Township's Ordinance No. 647. George Khalouf moved to adopt Resolution No. 04-12-04 – *Adoption of Standard Specifications and Procedures for Construction of Building Sewers – Revision No. 2 Incorporating Same Into PTSA Sewer Use Rules & Regulations*. The motion was seconded by Gerald Grubesky and carried without a dissenting vote.

The 3-year agreement with Jordan Tax Service for sewer billing and collection ended December 1, 2004. The terms of the existing contract were amended to lower the amount on delinquent customers for termination of water service from \$150.00 to \$90.00 and reducing the term of the contract to a 2-year contract. John Slagle moved to enter into a 2-year contract as amended with Jordan Tax Service for sewer billing and collection. The motion, seconded by Gerald Grubesky, carried without a dissenting vote.

At the 2005 Budget Workshop, it was determined that an increase in the sewer rental rates would be required. The present rate of \$3.60/1,000 would increase to \$3.85/1,000 effective February 16, 2005. This represents a 4.7% increase to our average customers.

George Khalouf moved to approve Resolution No. 05-12-04 – *Adoption of Revised Schedule of Rates and Charges 2005*. Gerald Grubesky seconded the motion that carried without a dissenting vote.

Regarding developer projects, Denver Yingling moved to accept the sanitary sewer extension in the Fair Acres Plan of Lots for ownership. Gerald Grubesky seconded the motion that carried without a dissenting vote.

Denver Yingling moved to accept the sanitary sewer extension in Brookwood Manor Phase 3 for ownership subject to the right of way verification. Gerald Grubesky seconded the motion that carried without a dissenting vote.

Gerald Grubesky moved to accept the Bebout Road sewer extension for Peters Township subject to the granting of the right of way. The motion, seconded by John Slagle, carried without a dissenting vote.

John Slagle moved to accept the sanitary sewer extension for the Demichela/Taylor Plan for ownership. Gerald Grubesky seconded the motion that carried without a dissenting vote.

Mr. Miskis said that it is not on his report, but he would like to inform the Board of a proposed Justabout Road Plan. There is presently 54 acres for sale on Justabout Road. A developer has submitted preliminary drawings proposing to bridge the stream with a culvert and the road would be built up over the culvert with six or eight feet of fill between the pipe and road surface. The sewer would cross over the top of the culvert, and then run under the pavement of Justabout Road. The developer is seeking the Authority Board's reaction to this preliminary proposal of installing the sanitary sewer within the pavement.

After a lengthy discussion, George Khalouf moved to indicate to the developer that the Authority would not object to installing the sanitary sewer within the pavement conditional on the use of ductile iron pipe, and a Letter of Credit and extended maintenance security. Gerald Grubesky seconded the motion. The motion carried by a 3 to 2 vote. George Khalouf, Gerald Grubesky, and John Slagle were in favor and Robert Jacobs and Denver Yingling opposing.

CORRESPONDENCE FOR THE BOARD'S INFORMATION: Copy on file

FINANCIAL CONTROLLER'S REPORT: Copy on file

George Khalouf moved to approve Resolution No. 06-12-04 which designates Patricia Foote as authorized agent to execute the forms and documents required by PEMA on behalf of the Authority. John Slagle seconded the motion that carried without a dissenting vote.

Resolution No. 07-12-04 *Deduct Meter Fees, Practices and Procedures* sets policy guidelines for the installation of a deduct meter and sets the applicable fees. The fees are: Application fee

\$60.00; Meter Read Fee \$12.00 per read with remote and \$18.00 without a remote; and an inspection fee of \$40.00 only after inspection (once every three years).

John Slagle moved to approve Resolution No. 07-12-04 *Deduct Meter Fees, Practices and Procedures*. George Khalouf seconded the motion that carried without a dissenting vote.

As a backwater valve is being required on more new construction than originally anticipated, the agreements were getting costly for the Authority to record, a Resolution has been prepared to repeal Resolution No. 00-04-01 *Amending the Standard Procedures for Customers Wishing to Secure a Permit for Sanitary Sewer Connection*. The amendment will require the applicant to pay the recording fee and an administration fee for filing the backwater check valve agreement.

Gerald Grubesky moved to approve Resolution No. 08-12-04 *Amending the Standard Procedures for Customers Wishing to Secure a Permit for Sanitary Sewer Connection* by requiring the recording fee and an administration fee. The motion was seconded by George Khalouf and carried without a dissenting vote.

FINANCIAL STATEMENT REVIEW: Month ending November 30, 2004 – Copy on file

PAYMENT OF BILLS & REQUISITIONS:

John Slagle moved to approve payment of Operating Fund checks 12446 through 12526 (voiding checks 12469 and 12512) totaling \$64,715.56; Developer Fund disbursement of \$18,475.69, and Capital Improvement & Redemption Fund Requisition No. 16-04 listing 7 vendors and totaling \$48,547.52. George Khalouf seconded the motion that carried without a dissenting vote.

ADJOURNMENT:

The Peters Township Sanitary Authority Board adjourned the regular meeting at 9:52 p.m. to discuss personnel matters.

Respectfully submitted,

Mildred Paff, Office Manager