

**PETERS TOWNSHIP  
SANITARY AUTHORITY**

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

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**DECEMBER 13, 2005**

**ROLL CALL:**

The regularly scheduled meeting of the Peters Township Sanitary Authority was called to order at 7:03 p.m. by the Chairman. Board members present were: G. Robert Jacobs, Gerakl C. Grubesky, John P. Slagle, George A. Khalouf, and Denver E. Yingling. Also present were Terry Soster, KLH Engineers, Inc.; Fred E. Baxter, Jr., Solicitor; James J. Miskis, Manager; Mark A. Chucuddy, Assistant Manager; Patricia L. Foote, Financial Controller, and Mildred Paff Admin/Acct. Clerk. Absent from this meeting was Kevin Hoffman, KH Engineers, Inc.

**REVIEW OF MINUTES FOR APPROVAL:**

Approval of the Minutes of the November 8, 2005 meeting was tabled until the January 2006 meeting as they were inadvertently omitted from the Board members' packet when mailed.

**VISITORS:** None present

**SOLICITOR'S REPORT:** Copy on file

In Executive Session, the Solicitor, Fred E. Baxter, Jr., brought the Board members up to date on the purchase of the property and the agreement with the present property owner. The property is scheduled to close December 21, 2005.

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

Terry Soster said the final payment due from PennVest for the Ivy Lane Project should be forthcoming as the final inspection report from DEP has been submitted.

Mr. Soster informed the Board members that there will be a change order required on the Brush Run WWTP Hydraulic Optimization Contract. Mr. Soster said the Authority presently conveys mixed liquor to the clarifier via a pipe that does a "U" and that pipe appears to have air binding causing water levels in the aeration effluent drop box to be higher than expected. The solution is to install a slide gate over the new relief line which will have a weir opening to keep the water out of the pipe. Staff will have to manually open the gate to accommodate high flows but the weir opening will allow some water to relieve prior to the staff arriving. KLH Engineers are preparing a drawing for the contractor, Oakdale Construction to prepare a cost estimate from.

The Consulting Engineers Annual Report Year 2005 and Budget Year 2006 was delivered tonight and will be dispersed to the proper authorities.

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

As recommended by the Solicitor, the Board went into Executive Session at 8:04 p.m. to discuss property acquisition. The Executive Session adjourned at 8:18 p.m. John Slagle moved to authorize the building committee to follow the directions as discussed in Executive Session. George Khalouf seconded the motion that carried without a dissenting vote.

John Slagle moved to accept the Spring Meadows Plan sewer extension for ownership. The motion was seconded by Gerald Grubesky and carried without a dissenting vote.

George Khalouf moved to accept the planned sewage flows of 2,700 gpd for 18 units from the Willoughby Woods Development (formerly known as Valleybrook Townhouse Project) subject to the payment of the required fees. Denver Yingling seconded the motion that carried without a dissenting vote.

In regard to the Crossgates Trunk Sewer Repair Project, it was necessary to vacate old easements. Abandonment of Rights of Ways have been prepared for four (4) properties and have been signed by the property owners. John Slagle moved to authorize the Chairman to execute Abandonment of Rights of Ways for recording purposes. The motion was seconded by Denver Yingling and carried without a dissenting vote.

**CORRESPONDENCE FOR THE BOARD'S INFORMATION:** Copy on file

**FINANCIAL STATEMENT REVIEW:** Month ending November 30, 2005

**FINANCIAL CONTROLLER'S REPORT:**

Patricia Foote presented the proposal of Hosack, Specht, Muetzel & Wood for the Authority's audit for the years 2005 (\$6400), 2006 (\$6750), and 2007 (\$7100). After a brief discussion, it was the consensus of the Board to table this proposal until the reorganization meeting in January 2006.

In regard to office employee life insurance benefits, John Slagle moved to change the eligibility to salaried employees only and cap the coverage at \$70,000 effective January 15, 2006. Denver Yingling seconded the motion that carried without a dissenting vote.

Due to the pending retirement of Mildred Paff, Ms. Foote reported that management is recommending the Authority enter into an agreement with GFA Associates to engage Krista King, a temporary employee, to commence work on January 2, 2006 at the rate of \$14.00/hour for 560 hours for this candidate. If this candidate does not work out, the contract can be voided. George Grubesky moved to enter into an agreement with GFA Associates to engage Krista King at the rate of \$14.00/hour for 560 hours for work commencing January 2, 2006. The motion was seconded by John Slagle and carried without a dissenting vote.

Ms. Foote explained that quotes were acquired from four separate insurance companies for the Authority's insurance package for 2006. The lowest quote for coverage was from B & W Insurance Agency in the amount of \$54, 271.00. The insurance carrier is Selective Insurance. Flood insurance is still being investigated. Management recommends engaging B & W Insurance Agency.

John Slagle moved to select B & W Insurance Agency as the Authority's insurance carrier effective January 1, 2006. Gerald Grubesky seconded the motion that carried without a dissenting vote.

George Khalouf moved to accept the 2005 Budget Performance Summary Report and Year 2006 Budget Request as prepared by management. John Slagle seconded the motion that carried without a dissenting vote.

**PAYMENT OF BILLS & REQUISITION:**

John Slagle moved to approve payment of Operating Fund checks 13378 through 13444 (voiding check #13428), totaling \$242,161.10; Developer Fund transfer of \$10,219.73, and Capital Improvement & Redemption Fund Requisition No. 27-05 listing 6 vendors totaling \$73,223.36. Requisition No 27-05-02 will be prepared when the amount is known for the property acquisition. Denver Yingling seconded the motion that carried without a dissenting vote.

**OTHER BUSINESS:**

**1. Requests for sewer service for 110 Mt. Blaine Drive**

Mark Chucuddy explained that this is a vacant lot owned by the adjoining property owner and is the last remaining lot not served by public sewers from the Barrington Estates Plan. As a condition of the sale, the owner will grant a right of way for a private lateral. This property fits the criteria for a variance from the requirement to extend the public sewer. There is no benefit to a public sewer extension and it meets all the Authority's criteria. Management recommends the variance be granted. John Slagle moved to approve the private sewer extension for sewer service to 110 Mt. Blaine Drive. Gerald Grubesky seconded the motion that carried without a dissenting vote.

**ADJOURNMENT:**

The Board went into Executive Session at 9:23 p.m. to discuss personnel issues. The Executive Meeting concluded at 10:30 p.m. at which time, the regularly scheduled meeting of the Peters Township Sanitary Authority Board adjourned.

Respectfully submitted,

Mildred Paff, Admin/Acct. Clerk