



# 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**

**July 12, 2016**

**ROLL CALL:**

**REVIEW OF MINUTES FOR APPROVAL:** Minutes of June 14, 2016

**VISITORS:**

**SOLICITOR'S REPORT:**

**ENGINEER'S REPORT:**

**MANAGER'S REPORT:**

**ASSISTANT MANAGER'S REPORT:**

**SPECIAL PROJECTS MANAGER REPORT:**

**CORRESPONDENCE FOR THE BOARD'S INFORMATION:**

**FINANCIAL CONTROLLER'S REPORT:**

**FINANCIAL STATEMENT REVIEW:** Month ending June 30, 2016

**PAYMENT OF BILLS & REQUISITIONS:**

**OTHER BUSINESS:**

1. Acceptance of planned sewage flows of 21,600 gallons/day (54 EDUs) from The Crossing Seven residential development
2. Executive Session for Personnel matters

**ADJOURNMENT:**

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James J. Miskus, Authority Manager  
Patricia L. Mowry, Financial Controller

Mark A. Chucuddy, Assistant Manager  
Donna L. LaManna, Billing Specialist

Gary A. Parks, Special Projects Manager  
Diane L. Gregor, Administrative Assistant



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## REGULAR MEETING

July 12, 2016

The regularly scheduled meeting of the Peters Township Sanitary Authority was called to order at 7:00 p.m. by the Chairman. Board members present were David G. Blazek, Eric S. Grimm, Terrence G. Byrne, Rebecca W. Kaminsky and Michael P. Crall. Also present were Romel L. Nicholas, Solicitor, David A. Coldren, KLH Engineering, Inc., James J. Miskis, Manager, Mark A. Chucuddy, Assistant Manager and Patricia Mowry, Financial Controller.

### APPROVAL OF MINUTES:

Motion: To approve the minutes of the June 14, 2016 Board Meeting, with corrections.

Moved by Mr. Byrne, Seconded by Mrs. Kaminsky

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

Yes: Michael P. Crall, Terrence G. Byrne, Eric S. Grimm, and Rebecca W. Kaminsky

Abstained: David G. Blazek

**VISITORS:** None

**SOLICITOR'S REPORT:** Copy on File.

Mr. Nicholas reported on the Waterdam property issue. This item is concluded.

Mr. Nicholas reported the status of the Rules and Regulations. A draft of several sections was submitted to the Authority for review.

**ENGINEER'S REPORT:** Copy on File.

Mr. Coldren reported the status of the Anthony Farms Phase III development. The construction of the sanitary sewer lines is 70% complete. KLH is providing the resident observation services during construction.

Mr. Coldren reported the status of the Giant Oaks Interceptor Project. The permits have been submitted to the PaDEP and Washington County Conservation District. KLH is addressing preliminary comments received from the Conservation District. The subcontract Ecotone perform the wetland delineation and identified four wetlands located in the project area.

Mr. Coldren reported the status of the DC sewer system CIP Lining project. Abel Recon LLC was issued a Notice to Proceed on June 17, 2016. The pre-construction was held on June 21, 2016. The construction is to begin next week.

Mr. Coldren reported KLH will not be seeking re-appointment for 2017 due to personal matters. The Board accepted the resignation for 2017. They will continue as the Authority's consulting engineer through the end of the year.

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

Mr. Miskis reported the status of the in-ground plant flow meter solution at the DC plant to address the PaDEP concerns from their annual inspection in May 2016. Management thought the problem was resolved, but unfortunately there was an issue this weekend. Management will continue to trouble shoot the problem until a reasonable solution is found.

Mr. Miskis reported the status of the DC sewer system CIP Lining project. Mr. Miskis reported he authorized the KLH Service Order 264-104-003 for the DC CIPP Lining for time and materials in the amount of \$2,500 for general project services, which includes time for shop drawing review, construction meetings attendance, pay request review and recommendation. Mr. Miskis recommended approval of the KLH service order for resident observation services. The Authority's staff will perform construction observation services during the day and KLH will provide the evening hours as needed.

Motion: To approve KLH Service Order No. 264-104-004 for DC sewer system CIP Lining project for time and materials not to exceed \$7,500.

Moved by Mrs. Kaminsky, Seconded by Mr. Byrne

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

Yes: David G. Blazek, Michael P. Crall, Terrence G. Byrne, Eric S. Grimm, and Rebecca W. Kaminsky

Mr. Miskis reported the Authority will be submitting an application to the Washington County Local Share Account for the DC Giant Oaks Interceptor Project and recommended appointment of the grants coordinator County Line Advisors for the months August – December 2016 for a monthly amount of \$500 and a 5% bonus of the grant received.

Motion: To approve appointment of County Line Advisors for the months August – December 2016 for a monthly amount of \$500 and a 5% bonus of the grant received.

Moved by Mr. Crall, Seconded by Mr. Grimm

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

Yes: David G. Blazek, Michael P. Crall, Terrence G. Byrne, Eric S. Grimm, and Rebecca W. Kaminsky

Mr. Miskis reported the last tapping fee update occurred in 2008. Management will be reviewing and proposing an update over the next couple months.

Mr. Miskis reported the recently hired general maintenance employee resigned to take another position. There is a prospective candidate under review, and hope to have position filled very soon.

Mr. Miskis reported the status of the Primrose Preschool development. They have posted the required \$5,000 additional escrow for drawings review. Considering the Giant Oaks interceptor project will be occurring at the same time the Authority will require Primrose Developer to obtain or contribute to the cost of preparing the Part II permit application for extending the interceptor augmentation up Waterdam Road.

Mr. Miskis reported the Crossings Seven developer, Eddy Land Company, submitted the sewage facilities application mailer and paid the required application fee. Mr. Miskis recommended acceptance of the sewage flows.

Motion: To accept the planned sewage flows of 21,600 gallons per day (54EDU's) from the Crossings Seven residential development

Moved by Mr. Grimm, Seconded by Mr. Crall

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

Yes: David G. Blazek, Michael P. Crall, Terrence G. Byrne, Eric S. Grimm, and Rebecca W. Kaminsky

Mr. Miskis reported the status of the Donaldson's Crossroads Treatment Plant Replacement Project. The Contractor is approximately two months behind schedule. Mr. Miskis recommended approval of GHD's invoice as listed on the capital requisition for construction phase services. GHD recommended approval of the Pay Application No. 5 as submitted by the general contractor, Kukurin Contracting, in the amount of \$166,553.97, and Pay Application No. 2 as submitted by the electrical contractor, Bronder Technical Services in the amount of \$13,600, as listed on the construction requisition.

Mr. Miskis reported the status of the Valleybrook Interceptor cured-in-place lining project. There are still several remaining punch list items remaining before project closeout. The retainage amount of \$7,024.46 is being held. There were issues with the contractor paying employees prevailing wage rates. The Department of Labor was contacted, and resolved the issue with the contractor. However, the Authority is still awaiting the proper documentation.

**ASSISTANT MANAGER'S REPORT:** Copy on File.

Mr. Chucuddy reported on the software upgrade issue for the Brush Run plant SCADA system. The system integrator estimates about 40 hours' worth of effort for the conversion resulting in a cost of \$3800.00. We are in the process of obtaining pricing for the required hardware. There is \$15,000 budgeted for in the 2016 capital plan.

Mr. Chucuddy reported that as part of our Laboratory Accreditation, we are required to participate in proficiency testing each year. We have analyzed all the required parameters and have reported same to the provider. We have received an acceptable rating on results for all the parameters.

**SPECIAL PROJECTS MANAGER'S REPORT:** Copy on File

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

**FINANCIAL CONTROLLER'S REPORT:**

**FINANCIAL STATEMENT REVIEW:** Month ending April 30, 2016.

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

Motion: To approve disbursements in the amount of \$431,987.95 from the following funds:

Moved by Mrs. Kaminsky, Seconded by Mr. Grimm

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

Yes: David G. Blazek, Michael P. Crall, Terrence G. Byrne, Eric S. Grimm, and Rebecca W. Kaminsky

| <b>Fund</b> | <b>Disbursement</b>                     | <b>Total</b> |
|-------------|---|--------------|
| Operating   | Checks: 1896 through 1981               | \$100,056.22 |
| Payroll     | Transfer from Operating to Payroll fund | \$65,000.00  |

|                                      |  |              |
|--------------------------------------|--|--------------|
| CFS Bank Loan                        | Valley View Sewer Ext.                                       | \$4,438.13   |
| Developer Fund                       | Reimbursement to Operating Fund                              | \$2,749.96   |
| CFS Capital<br>Improvement Fund      | Payment Req. 2016-7  | \$77,489.74  |
| Zion Bank –<br>Construction Fund     | Payment Req. 2016-5  | \$180,053.97 |
| CFS Bank Capital<br>Improvement Fund | Penn Vest Payment – Ivy Lane Sewer<br>Ext. 2003 Debt Payment | \$2,199.93   |

**OTHER BUSINESS:**

Motion: To adjourn the Board Meeting at 7:43 p.m.

Moved by Mrs. Kaminsky, Seconded by Mr. Crall

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

Yes: David G. Blazek, Michael P. Crall, Terrence G. Byrne, Eric S. Grimm, and Rebecca W. Kaminsky

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                 | Byrne        | Kaminsky      | Approve meeting minutes of June 14, 2016   | Approved    |
| 2                 | Kaminsky     | Byrne         | Approve KLH Service Order No. 264-104-004 for Donaldson's Crossroads Sewer System CIP Lining Project for time and materials not to exceed \$7,500        | Approved    |
| 3                 | Crall        | Grimm         | Approve appointment of County Line Advisors for the months of August – December 2016 for a monthly amount of \$500 and a 5% bonus of the grant received. | Approved    |
| 4                 | Grimm        | Crall         | Accept the planned sewage flows of 21,600 gallons per day (54 EDU's) from The Crossings Seven residential development                                    | Approved    |
| 5                 | Kaminsky     | Crall         | Approve disbursements in the amount \$431,987.95   | Approved    |
| 6                 | Kaminsky     | Crall         | Adjourn the Meeting at 7:43 p.m.   | Approved    |