



PETERS TOWNSHIP SANITARY AUTHORITY

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REGULAR MEETING

August 9, 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 (participating via conference call), Rebecca W. Kaminsky and Michael P. Crall. Also present were Romel L. Nicholas, Solicitor, David A. Coldren, KLH Engineering, Inc., Mark A. Chucuddy, Assistant Manager and Patricia Mowry, Financial Controller, absent from meeting was James J. Miskis, Manager.

APPROVAL OF MINUTES:

Motion: To approve the minutes of the July 12, 2016 Board Meeting

Moved by Mr. Grimm, Seconded by Mrs. Kaminsky

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

VISITORS: None

SOLICITOR'S REPORT: Copy on File.

Mr. Nicholas recommended entering into an executive session to discuss personnel and potential litigation issues.

Motion: To enter into executive session discuss personnel and potential litigation

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

Executive Session ended at 8:37 p.m.

Mr. Byrne exited the meeting at 8:35 p.m.

ENGINEER'S REPORT: Copy on File.

Mr. Coldren reported the status of the Nair Sewer Extension. Mr. Coldren reviewed the cost estimates and provided a recommendation for financial security and escrow. Mr. Nicholas will provide an abridged developer's agreement customized for smaller developer projects. Mr. Nicholas recommended designating the appropriate officer's authorization to execute the Nair Developer's Agreement after receiving the financial securities.

Motion: To enter into the Nair Developer's Agreement and authorize appropriate officers to execute the agreement

Moved by Mr. Grimm, Seconded by Mr. Crall

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

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

Mr. Coldren reported the status of the DC sewer system CIPP Lining project. Abel Recon LLC was issued a Notice to Proceed on June 17, 2016, and began work on July 25, 2016. They have completed approximately 650 L.F. of C.I.P.P. lining. Mr. Coldren recommended payment of Pay Application No. 1 as submitted by, Abel Recon LLC, in the amount of \$29,013.79. Ms. Mowry reported KLH will be performing all the construction observation and all the general project services. Previously it was Management's intention to perform the inspection during day light hours and KLH was only observing evening hours.

MANAGER'S REPORT: Prepared by Patricia L Mowry, Copy on file.

Ms. Mowry reported the PaDEP required Corrective Action Plan's bi-annual report was submitted on August 3, 2016. This report is a status of the progress of the projects submitted in plan, and status of the expansion of time of sale building sewer inspection program for I/I removal.

Ms. Mowry reported the Commonwealth Financing Authority released a 2016 Grant Program. The criteria is for projects between \$30,000 - \$500,000. Management will evaluate several projects that would meet all the grant criteria. The focus will be on televising, point repairs, and lining projects. The application is fairly simple, however, a good project description, needs assessment, and engineering cost are part of the application. Chad Hanley, with HRG, submitted a proposal to assist the Authority with the application. The proposal is for a not-to exceed amount of \$2,500. The application deadline is October 31, 2016. Considering Mr. Miskis's absence and the time constraint Management recommended to accept their proposal for assistance.

Motion: To accept HRG's proposal for \$2,500 for assistance with the Commonwealth Financing Authority 2016 Grant Application, project to be determined.

Moved by Mrs. Kaminsky, Seconded by Mr. Grimm

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

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

County Line Advisors requested the Board consider an increase in compensation to \$1,300 a month and a change in the percentages if a grant is received for participation with the Commonwealth Financing Authority. This would be an increase from the \$500 monthly approved last meeting. The Board consensus was not to increase County Line Advisors compensation.

Ms. Mowry reported the vacant general maintenance position was filled on July 25, 2016. The employee passed all testing and is in the process of obtaining his CDL license.

Ms. Mowry reported the status of the Primrose Preschool development. The Developer submitted the revised drawings for engineering review. The drawings have been forwarded to KLH for review.

Ms. Mowry reported the Crossings Six Revised development's 18-month maintenance period ended on August 9, 2016. Staff performed the routine inspection. Management recommended release of the cash security that was being held. The check has been prepared and on the list for approval.

Ms. Mowry reported the status of the Donaldson's Crossroads Treatment Plant Replacement Project. Ms. Mowry recommended approval of GHD's invoice as listed on the capital requisition for construction phase services. GHD recommended approval of the Pay Application No. 6 as submitted by the general contractor, Kukurin Contracting, in the amount of \$493,721.34, as listed on the construction requisition.

Ms. Mowry reported the Donaldson's Crossroads Treatment Plant site was flooded on July 30, 2016. The water levels were approximately 12 feet throughout the excavation area. The preliminary assessment from the Contractor and GHD indicated minimal damage. The majority of the cleanup took four days and consisted of pumping water and hosing the mud and debris from the concrete and the wall frames. The Contractor requested to use weather days allocated in the contract. The Contractor's crane was completely submerged. The Contractor gave notice to the Authority they may submit a claim for damages. GHD's structural engineer will perform an assessment of all concrete areas, and GHD will submit a follow up letter regarding the flood events and any recommendations they may have in regards to the flood event and the Contractor.

ASSISTANT MANAGER'S REPORT: Copy on File.

Mr. Chucuddy reported the annual renewal of our Global Care Support which expires in October has been renewed for another year. The total cost was the same as last year at \$6,558.42.

Mr. Chucuddy reported the Brush Run MCC building A/C Unit approximately ten years old quit working, and the room temperature reached 110 degrees. The unit was repaired which will re-instate both compressors and the coil. A non-epoxy coated coil was chosen as the best alternative. The repair cost was \$8,280.00 versus \$14,000.00 for new unit which was a minimum of 4 weeks delivery.

Mr. Chucuddy reported there was a C.I.P.P. repair at 518 E. McMurray Road. There was shallow concrete encased 8" line that serves 8 dwellings in the Stonehenge Plan that was exposed and found to have a break which was under a state owned roadway. State Pipe Services made a repair by installing a liner at a cost of \$2,500, invoice is on check register for approval. The Authority staff will address the exposed concrete encasement in the near future.

Mr. Chucuddy reported the status of the PTSA-2015 Year Two Contract for the multi-year Joint Sealing and Partial Length CIP Repair Contract. Robinson Pipe Cleaning Company begun working on repairs located in the McClintock Acres area. The Authority staff will be performing the resident observation.

Mr. Chucuddy reported there was a segment in the vicinity of 218 East McMurray Road which was identified by Abel Recon during the DC C.I.P.P. lining project. There was a protruding piece of pipe that would damage the lining if they tried to line through it. Therefore, Management engaged Oakdale Construction to excavate and make a point repair in this area prior to lining. The repair began on August 2, 2016. Oakdale will also perform the restoration of the asphalt parking area.

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 July 31, 2016.

PAYMENT OF BILLS & REQUISITIONS: Copy on File

Motion: To approve disbursements in the amount of \$760,226.48 from the following funds:

Moved by Mrs. Kaminsky, Seconded by Mr. Grimm

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

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

| Fund | Disbursement | Total |
|--------------------------------------|--|--------------|
| Operating | Checks: 1982 through 2074 | \$85,617.61 |
| Payroll | Transfer from Operating to Payroll fund | \$70,000.00 |
| CFS Bank Loan | Valley View Sewer Ext. | \$4,438.13 |
| Developer Fund | Reimbursement to Operating Fund | \$65.74 |
| Developer Fund | Crossing Six Escrow and Performance Second Release | \$8,530.04 |
| CFS Capital Improvement Fund | Payment Req. 2016-8 | \$95,653.69 |
| Zion Bank – Construction Fund | Payment Req. 2016-6 | \$493,721.34 |
| CFS Bank Capital Improvement Fund | Penn Vest Payment – Ivy Lane Sewer Ext. 2003 Debt Payment | \$2,199.93 |

OTHER BUSINESS:

Motion: To adjourn the Board Meeting at 9:15 p.m.

Moved by Mr. Crall, Seconded by Mr. Grimm

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

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

Respectfully Submitted,
Patricia Mowry

MOTIONS SUMMARY

| MOTION NO. | MOVED | SECOND | MOTION SUMMARY TABLE | VOTE |
|-------------------|--------------|---------------|---|-------------|
| 1 | Grimm | Kaminsky | Approve meeting minutes of July 12, 2016 | Approved |
| 2 | Grimm | Crall | Enter into executive session to discuss personnel and potential litigation | Approved |
| 3 | Grimm | Crall | Enter into the Nair Developer's Agreement and authorize appropriate officers to execute the agreement | Approved |
| 4 | Kaminsky | Grimm | Accept HRG's proposal for \$2,500 for assistance with the Commonwealth Financing Authority 2016 Grant Application, project to be determined | Approved |
| 5 | Kaminsky | Grimm | Approve disbursements in the amount \$760,226.48 | Approved |
| 6 | Crall | Grimm | Adjourn the Meeting at 9:15 p.m. | Approved |