



PETERS TOWNSHIP SANITARY AUTHORITY

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

www.ptsaonline.org

AGENDA

REGULAR MEETING

November 14, 2018

ROLL CALL:

REVIEW OF MINUTES FOR APPROVAL: Minutes of October 24, 2018

VISITORS:

1. Scott Crosswell and Rulison Evans, GHD, Inc.

Re: Donaldson's Crossroads Treatment Plant Replacement Project Status

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 October 31, 2018

PAYMENT OF BILLS & REQUISITIONS:

OTHER BUSINESS:

- 1) Executive session for potential litigation

ADJOURNMENT:



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REGULAR MEETING

November 14, 2018

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.

APPROVAL OF MINUTES:

Motion: To approve the minutes of the October 24, 2018 Board Meeting.

Moved by Mr. Grimm, 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: None.

SOLICITOR'S REPORT: Copy on File.

Ms. Mowry recommended executive session to discuss the potential litigation regarding the Donaldson's Crossroad WPCP Project.

Motion: To enter into Executive Session at 7:04 p.m. to potential litigation.

Moved by Mr. Grimm, 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

Out of Executive Session at 7:40 p.m.

ENGINEER'S REPORT: Copy on file.

Mr. Hanley reported the survey was completed on Brush Run WPCP and the Donaldson's WPCP is scheduled. The surveys were performed to identify critical elevations in order to prepare a FEMA elevation form. The Authority will be submitting the forms to request the treatment plant locations be removed from the floodways on the revised FEMA flood maps. If the treatment plants do not get removed from the floodways, the Authority would have to obtain special FEMA flood insurance at a higher cost than what is current, being paid through the local Broker.

Mr. Hanley reported the status of the Conveyance System Improvements Projects. The PENNVEST Application was submitted on October 31, 2018. PENNVEST reported the application is administratively complete and will be considered at their January 2019 Board meeting.

Mr. Hanley reported status of the Rutledge Drive Area Sanitary Rehabilitation Project – Contract No. 2018-01. Mr. Hanley reported post lining videos are being reviewed and recommended the first pay application in the amount of \$86,573.56. Ms. Mowry indicated this pay request was not on the check summary, and recommended a motion to approve payment.

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

Motion: To approve Insituform Technologies LLC Pay Estimate 1 for the Rutledge Drive Area Sanitary Rehabilitation Project – Contract No. 2018-01 in the amount of \$86,573.56, and approve Management to execute payment.

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

Mr. Hanley presented an update on the ongoing Developer projects. Brookwood Village is to begin sewer installation in January 2019; Justabout Farms, the sewers are installed and there is a 30-day waiting period before testing is performed; Brookwood Place, the construction is underway, and HRG is providing construction observation; Juniper Woods, the plans are approved and it is anticipated for a Spring, 2019 construction.

MANAGER’S REPORT: Copy on file.

Mr. Jenkins reported the status of the new Donaldson’s Crossroad WPCP, and the Dewatering facility. The treatment plant phase of the project is expected to be closed out by the end of November.

Mr. Jenkins reported the status of the landslide behind 141 Hemlock Drive. The Authority’s emergency contractor completed the repair. Due to weather elements the stabilization of the stream bank has not been completed, and is expected to be completed over the next couple of weeks.

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 October, 2018.

Ms. Mowry presented an overview of the draft 2018 budget performance, and the 2019 budget. There will be no rate increase proposed for 2019. Management will complete the Capital Budget and distribute before the next Board meeting.

Ms. Mowry reported the financial status of the Donaldson’s Crossroads Treatment Plant Replacement Project based upon GHD’s monthly progress report No. 33, 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 and as listed on the PV loan summary.

PAYMENT OF BILLS & REQUISITIONS: Copy on File

Motion: To approve disbursements in the amount of \$458,973.27 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, Eric S. Grimm, Rebecca W. Kaminsky, Robert L. Burns, and John A. Banaszak

Fund	Disbursement	Total
Operating	Checks: 4166 through 4229 and ACH	\$90,013.47
Payroll	Transfer from Operating to Payroll fund	\$80,000.00
CFS Bank Loan	Valley View Sewer Ext.	\$4,438.13
Developer Fund	Reimbursement Operating Fund	\$14.49
Developer Fund	Checks 1032	\$13,019.54
CFS Capital Improvement Fund	Requisition 2018-11	\$23971.86
Zion Bank Construction Fund	Requisition	\$212,234.00
2016 PV- Construction Fund	Pay Request 20	\$33,081.85
Penn Vest	Penn Vest Payment – Ivy Lane Sewer Ext. 2003 Debt Payment	\$2,199.93

OTHER BUSINESS:

Mr. Boring recommended entering into executive session.

Motion: To enter into Executive Session at 7:40 p.m. to discuss personnel related matters.

Moved by Mr. Burns, 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

Out of Executive Session at 8:00 p.m.

Motion: To adjourn the Board Meeting at 8:01 p.m.

Moved by Mr. Grimm, 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

Respectfully Submitted,

Patricia Mowry

MOTIONS SUMMARY

MOTION NO.	MOVED	SECOND	MOTION SUMMARY TABLE	VOTE
1	Grimm	Kaminsky	To approve the minutes of the October 24, 2018 Board Meeting.	Approved
2	Grimm	Kaminsky	To enter into Executive Session at 7:04 p.m. to potential litigation.	Approved
3	Kaminsky	Grimm	To approve Insituform Technologies LLC Pay Estimate 1 for the Rutledge Drive Area Sanitary Rehabilitation Project – Contract No. 2018-01 in the amount of \$86,573.56, and approve Management to execute payment.	Approved
4	Kaminsky	Grimm	To approve disbursements in the amount of \$458,973.27.	Approved
5	Burns	Banaszak	To enter into Executive Session at 7:40 p.m. to discuss personnel related matters.	Approved
6	Grimm	Burns	To adjourn the Board Meeting at 8:01 p.m.	Approved