



# 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**

**February 13, 2019**

**ROLL CALL:**

**REVIEW OF MINUTES FOR APPROVAL:** Minutes of January 9, 2019

**VISITORS:**

**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 January 31, 2019

**PAYMENT OF BILLS & REQUISITIONS:**

**OTHER BUSINESS:**

- 1) Acceptance of Justabout Farms Sanitary sewers for ownership, pending receipt of additional required easements.
- 2) HRG Service Orders for Hidden Brook and Stonehedge Bid Phase Services
- 3) Resolution for Potential Condemnation Proceedings for Conveyance System Project
- 4) Solicitor and Bond Council Professional Services Agreements for Conveyance System Project
- 5) Resolutions for the Conveyance System Project

**ADJOURNMENT:**



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## REGULAR MEETING

February 13, 2019

The regularly scheduled meeting of the Peters Township Sanitary Authority was called to order at 7:05 p.m. by the Vice Chairman, Eric S. Grimm. Board members present were: Robert L. Burns and John A. Banaszak. Also present were: Nathan Boring, Solicitor, Chad Hanley, Engineer, Enoch E. Jenkins, Manager, and Mark A. Chucuddy, Operations Manager.

### APPROVAL OF MINUTES:

Motion: To approve the minutes of the January 9, 2019 Board Meeting, as presented.

Moved by Mr. Banaszak, Seconded by Mr. Burns

Vote: Motion carried by unanimous vote (summary: Yes = 3)

Yes: Eric S. Grimm, Robert L. Burns, and John A. Banaszak

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

Mr. Boring reported the approval of the transfer agreement for the Deerfield Manor area has been delayed and will be presented to PWSA at its February 22, 2019 meeting.

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

Mr. Jenkins reported the status of the new Donaldson's Crossroad WPCP, and the Dewatering facility. The dewatering equipment and conveyor have been set with plumbing commencing.

Mr. Jenkins reported that the equipment manufacturer for the cylindrical screen was out this past week and has made some operation changes to preprogrammed settings. This appears to have solved the binding issue.

Mr. Jenkins reported that he has negotiated additional language to be included into the easement that the developer, for the Robinson Residence, needed to acquire from the Township. We have agreed to the Township's request to add language that requires PTSA to notify the Township Manager prior to us having to excavate the paved portion of the trail. Mr. Jenkins recommended approval of the easement agreement with the Township, as well as the ones with the Brookview Villas HOA, and M/M Kalkbrenner.

Motion: To approve the execution of the Easement agreement between Peters Township and PTSA for the Robinson Residence sanitary sewer extension.

Moved by Mr. Banaszak, Seconded by Mr. Burns

Vote: Motion carried by unanimous vote (summary: Yes = 3)

Yes: Eric S. Grimm, Robert L. Burns, and John A. Banaszak

Motion: To approve the execution of the Easement agreement between M/M Kalbrenner and PTSA for the Robinson Residence sanitary sewer extension.

Moved by Mr. Banaszak, Seconded by Mr. Burns

Vote: Motion carried by unanimous vote (summary: Yes = 3)

Yes: Eric S. Grimm, Robert L. Burns, and John A. Banaszak

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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 the execution of the Easement agreement between Brookview Villas HOA and PTSA for the Robinson Residence sanitary sewer extension.

Moved by Mr. Burns, Seconded by Mr. Banaszak

Vote: Motion carried by unanimous vote (summary: Yes = 3)

Yes: Eric S. Grimm, Robert L. Burns, and John A. Banaszak

Mr. Jenkins reported the status of the Conveyance System Improvements Project. There remains four easements to acquire for the Giant Oaks Interceptor portion of the project. One is the PA Boat and Fish Commission, which we have requested a few minor language changes, and it is expected to be executed. The other is the Water's Edge HOA and they have indicated that they will execute the agreement next week at their HOA meeting. For the remaining two easements, Mr. Jenkins requested an executive session to discuss the acquisition of these.

Motion: To enter into executive session at 7:35 pm to discuss potential litigation matters.

Moved by Mr. Banaszak, Seconded by Mr. Burns

Vote: Motion carried by unanimous vote (summary: Yes = 3)

Yes: Eric S. Grimm, Robert L. Burns, and John A. Banaszak

The Board came out of executive session at 8:05 pm.

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

Mr. Hanley reported that we held the bid opening for the Conveyance System Improvements Project on Tuesday, February 12, 2019. There were two bidders that requested to withdraw their bids after finding mathematical and/or transcription errors in their bids. Mr. Hanley requested a motion approving the withdrawal of the two bids.

Motion: To approve the withdrawal of Chivers Construction Company Inc. bid for Contract 2019-01 (DC Interceptor Improvements) after findings of creditability.

Moved by Mr. Burns, Seconded by Mr. Banaszak

Vote: Motion carried by unanimous vote (summary: Yes = 3)

Yes: Eric S. Grimm, Robert L. Burns, and John A. Banaszak

Motion: To approve the withdrawal of Iron City Construction bid for Contract 2019-02 (Hiddenbrook Lift Station) after findings of creditability.

Moved by Mr. Banaszak, Seconded by Mr. Burns

Vote: Motion carried by unanimous vote (summary: Yes = 3)

Yes: Eric S. Grimm, Robert L. Burns, and John A. Banaszak

Mr. Hanley reported that the apparent low bid for the Hiddenbrook improvements was roughly \$180,000 over the engineer's estimate, while the interceptor portion came in approximately \$687,000 under the engineer's estimate. Overall, the project falls within the funding offer received.

Mr. Hanley reported that there are several Resolutions and/or agreements that must be approved as part of the PENNVEST Funding offer for the Conveyance System Improvements Project. The first is a Resolution to borrow \$4,700,000 from PENNVEST Authority.

Motion: To approve Resolution 01-02-19: Resolution to borrow \$4,700,000 from the PENNVEST Authority for the Conveyance System Improvement Projects.

Moved by Mr. Banaszak, Seconded by Mr. Burns

Vote: Motion carried by unanimous vote (summary: Yes = 3)

Yes: Eric S. Grimm, Robert L. Burns, and John A. Banaszak

The second is a resolution to permit PTSA to be reimbursed for project cost for the Conveyance System Improvements Project from the PENNVEST Loan No. 75346. This will essentially be the design costs incurred from HRG and not those previously incurred.

Motion: To approve Resolution 02-02-19: Resolution to permit PTSA to be reimbursed for project cost for the Conveyance System Improvements Project from the PENNVEST Loan No. 75346.

Moved by Mr. Banaszak, Seconded by Mr. Burns

Vote: Motion carried by unanimous vote (summary: Yes = 3)

Yes: Eric S. Grimm, Robert L. Burns, and John A. Banaszak

A rate resolution is also required by PENNVEST that will permit increase in the rates to cover the debt obligation from PENNVEST Loan No. 75364. This commits PTSA to what is contained in the resolution as the minimum rate increase, and come time for the 2020 budget, the increase will be re-evaluated.

Motion: To approve Resolution 03-02-19: Rate Resolution to increase rates accordingly for the Conveyance System Improvement Projects to support the debt obligation from the PENNVEST Loan No. 75346.

Moved by Mr. Banaszak, Seconded by Mr. Burns

Vote: Motion carried by unanimous vote (summary: Yes = 3)

Yes: Eric S. Grimm, Robert L. Burns, and John A. Banaszak

There are also several agreements requiring approval. HRG's service order 0447 for construction phase services for the Conveyance System Improvements Project.

Motion: To approve HRG'S Service Order 0447 for Construction Phase for a lump sum amount of \$96,000, and for Construction Observation on a T&M basis estimated at \$225,000, Record Drawings on a T&M basis estimated at \$35,000, and Geotechnical services on a T&M basis estimated at \$4,000 for the Conveyance System Improvement Projects.

Moved by Mr. Banaszak, Seconded by Mr. Burns

Vote: Motion carried by unanimous vote (summary: Yes = 3)

Yes: Eric S. Grimm, Robert L. Burns, and John A. Banaszak

HRG's Service Order 0428 for Bid phase services for the Hiddenbrook portion of the project. This was never included, as originally it was not to be funded by PENNVEST.

Motion: To approve HRG'S Service Order 0448 for Bid Phase Services for a lump sum amount of \$6,500, for the Hidden Brook portion of the Conveyance System Improvement Projects.

Moved by Mr. Burns, Seconded by Mr. Banaszak

Vote: Motion carried by unanimous vote (summary: Yes = 3)

Yes: Eric S. Grimm, Robert L. Burns, and John A. Banaszak

Furthermore, the Solicitor and the Bond council must provide an opinion and work associated with the PENNVEST loan.

Motion: To Approve Gaitens, Tucceri, and Nicholas proposal for a lump sum amount of \$7,500, for solicitor opinion and work associated with the PENNVEST Loan for the Conveyance System Improvement Projects.

Moved by Mr. Burns, Seconded by Mr. Banaszak

Vote: Motion carried by unanimous vote (summary: Yes = 3)

Yes: Eric S. Grimm, Robert L. Burns, and John A. Banaszak

Motion: To Approve Dinsmore & Shohl’s proposal for a lump sum amount of \$15,000, for bond council opinion and work associated with the PENNVEST Loan for the Conveyance System Improvement Project.

Moved by Mr. Banaszak, Seconded by Mr. Burns

Vote: Motion carried by unanimous vote (summary: Yes = 3)

Yes: Eric S. Grimm, Robert L. Burns, and John A. Banaszak

**OPERATIONS MANAGER’S REPORT:**

Mr. Chucuddy reported that all of the raw data from the Brush Run TRE has been forwarded to GHD for evaluation. So far they have not found anything outstanding with the results to date. We have one more week of samples to send out and should have all the results back by the end of February in order to re-evaluate our course of action.

Mr. Chucuddy reported that there is an issue with a section of sanitary sewer in the Justabout Farms development wherein they have stepped outside of the existing easement. The Developer is evaluating whether to acquire additional easement or to relay the section of line to be within the easement. The section in question only effects the high side lots. Management recommended approving the sanitary sewers not affected by the easement issue for use so that permits for sanitary sewer connection may be issued.

Motion: To “approve for use” the sanitary sewers within the Justabout Farms Development which are not affected by the stepping out of the easement issue.

Moved by Mr. Banaszak, Seconded by Mr. Burns

Vote: Motion carried by unanimous vote (summary: Yes = 3)

Yes: Eric S. Grimm, Robert L. Burns, and John A. Banaszak

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

**FINANCIAL CONTROLLER’S REPORT:** Copy on File

**FINANCIAL STATEMENT REVIEW:** Month ending January 31, 2019.

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

Motion: To approve disbursements in the amount of \$925,738.81 from the following funds:

Moved by Mr. Banaszak, Seconded by Mr. Burns

Vote: Motion carried by unanimous vote (summary: Yes = 3)

Yes: Eric S. Grimm, Robert L. Burns, and John A. Banaszak

<b>Fund</b>	<b>Disbursement</b>	<b>Total</b>
Operating	Checks: 4415 through 4480 and ACH	\$89,363.63
Payroll	Transfer from Operating to Payroll fund	\$80,000.00
CFS Bank Loan	Valley View Sewer Ext/Dewatering	\$8,941.33
Operating	Annual Transfer for Operating Surplus and Budgeted Equipment Allowance	\$482,000.00

Developer Fund	Checks 1035 & Operating fund reimbursement	\$7,104.82
CFS Capital Improvement Fund	Requisition 2019-1	\$179,534.30
Penn Vest	Penn Vest Payment – Ivy Lane Sewer Ext. 2003 Debt Payment	\$2,199.93

**OTHER BUSINESS:**

Motion: To adjourn the Board Meeting at 8:20 p.m.

Moved by Mr. Burns, Seconded by Mr. Banaszak

Vote: Motion carried by unanimous vote (summary: Yes = 3)

Yes: Eric S. Grimm, Robert L. Burns, and John A. Banaszak

Respectfully Submitted,

Mark Chucuddy

## MOTIONS SUMMARY

MOTION NO.	MOVED	SECOND	MOTION SUMMARY TABLE	VOTE
1	Banaszak	Burns	To approve the minutes of the January 9, 2019 Board Meeting, as presented.	Approved
2	Banaszak	Burns	To approve the execution of the Easement agreement between Peters Township and PTSA for the Robinson Residence sanitary sewer extension.	Approved
3	Banaszak	Burns	To approve the execution of the Easement agreement between M/M Kalbrenner and PTSA for the Robinson Residence sanitary sewer extension.	Approved
4	Burns	Banaszak	To approve the execution of the Easement agreement between Brookview Villas HOA and PTSA for the Robinson Residence sanitary sewer extension.	Approved
5	Banaszak	Burns	To enter into executive session at 7:35 pm to discuss potential litigation matters.	Approved
6	Burns	Banaszak	To approve the withdrawal of Chivers Construction Company Inc. bid for Contract 2019-01 (DC Interceptor Improvements) after findings of creditability.	Approved
7	Banaszak	Burns	To approve the withdrawal of Iron City Construction bid for Contract 2019-02 (Hiddenbrook Lift Station) after findings of creditability.	Approved
8	Banaszak	Burns	To approve Resolution 01-02-19: Resolution to borrow \$4,700,000 from the PENNVEST Authority for the Conveyance System Improvement Projects.	Approved
9	Banaszak	Burns	To approve Resolution 02-02-19: Resolution to permit PTSA to be reimbursed for project cost for the Conveyance System Improvements Project from the PENNVEST Loan No. 75346.	Approved
10	Banaszak	Burns	To approve Resolution 03-02-19: Rate Resolution to increase rates accordingly for the Conveyance System Improvement Projects to support the debt obligation from the PENNVEST Loan No. 75346.	Approved
11	Banaszak	Burns	To approve Resolution 03-02-19: Rate Resolution to increase rates accordingly for the Conveyance System Improvement Projects to support the debt obligation from the PENNVEST Loan No. 75346.	Approved
12	Burns	Banaszak	To Approve Gaitens, Tucceri, and Nicholas proposal for a lump sum amount of \$7,500, for solicitor opinion and work associated with the PENNVEST Loan for the Conveyance System Improvement Projects.	Approved
13	Burns	Banaszak		Approved

14	Banaszak	Burns	To Approve Dinsmore & Shohl's proposal for a lump sum amount of \$15,000, for bond council opinion and work associated with the PENNVEST Loan for the Conveyance System Improvement Project.	Approved
15	Banaszak	Burns	To "approve for use" the sanitary sewers within the Justabout Farms Development which are not affected by the stepping out of the easement issue.	Approved
16	Banaszak	Burns	To approve disbursements in the amount of \$925,738.81.	Approved
17	Burns	Banaszak	To adjourn the Board Meeting at 8:20 p.m.	Approved