



# 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**

**January 8, 2020**

**ROLL CALL:**

**REORGANIZATION 2020:**

**MINUTES FOR APPROVAL: Minutes of December 11, 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 December 31, 2019**

**PAYMENT OF BILLS & REQUISITIONS:**

**OTHER BUSINESS:**

1. Award Contract for the Stonehenge Truck Sewer Replacement
2. Motion to authorize the bidding process for construction of the BR WPCP UV disinfection and Phosphorus removal Upgrades
3. Enter into Developer's Construction Agreement with Justabout Farms LLC for Justabout Farms Plan Phase 2 , Contingent upon receipt of Financial Securities and Escrow deposit
4. Acceptance of proposed sewage flows from Sugarbrooke; 13,200 GPD (33 EDUs)

**ADJOURNMENT:**



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## REGULAR MEETING

January 8, 2020

The regularly scheduled meeting of the Peters Township Sanitary Authority was called to order at 7:00 p.m.

Board Members present: David G. Blazek, Rebecca W. Kaminsky, Eric S. Grimm, Robert L. Burns and John A. Banaszak.

Also present: Enoch E. Jenkins, Manager, Mark A. Chucuddy, Operations Manager, Patricia L. Mowry, Financial Controller, Nate Boring, Solicitor, Chad Hanley and Elizabeth Lackey, HRG Engineers Inc.

### REORGANIZATION OF THE BOARD:

Motion: To appoint Mr. Burns as the Temporary Chair.

Moved by Mr. Blazek, Seconded by Mrs. Kaminsky

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

Yes: David G. Blazek, Eric S. Grimm, Robert L. Burns, Rebecca W. Kaminsky, and John A. Banaszak

Motion: For a reorganization of Officers: Chairman – Eric S. Grimm; Vice-Chairman - Robert L. Burns; Secretary - John A. Banaszak; Treasurer - Rebecca W. Kaminsky; Assistant Secretary/Treasurer - David G. Blazek

Moved by Mrs. Kaminsky, Seconded by Mr. Burns

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

Yes: Eric S. Grimm, Robert L. Burns, John A. Banaszak, Rebecca W. Kaminsky, and David G. Blazek

Motion: To appoint all professionals, Gaitens, Tucceri & Nicholas, P.C. as the Solicitor, HRG Engineers Inc. as the Consulting Engineer, Guthrie, Belczyk & Associates, P.C, as the Auditor, CFS Bank as the Depository.

Moved by Mrs. Kaminsky, Seconded by Mr. Blazek

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

Yes: Eric S. Grimm, Robert L. Burns, John A. Banaszak, Rebecca W. Kaminsky, and David G. Blazek

Motion: To designate the Official Newspapers as the Observer Reporter, and Post-Gazette. Moved by Mr. Blazek, Seconded by Mr. Banaszak

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

Yes: Eric S. Grimm, Robert L. Burns, John A. Banaszak, Rebecca W. Kaminsky, and David G. Blazek

Motion: The Board meeting dates were set for the 2<sup>nd</sup> and 4<sup>th</sup> Wednesday of every month at 7:00 p.m., located in the lower level of the Authority's business office.

Moved by Mrs. Kaminsky, Seconded by Mr. Blazek

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

Yes: Eric S. Grimm, Robert L. Burns, John A. Banaszak, Rebecca W. Kaminsky, and David G. Blazek

Mr. Blazek indicated he will be retiring in October 2020. He is willing to serve on the Board until the date occurs.

### APPROVAL OF MINUTES:

Motion: To approve the minutes of the December 11, 2019 Board Meeting.

Moved by Mr. Banaszak, Seconded by Mrs. Kaminsky

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

Yes: Eric S. Grimm, Robert L. Burns, John A. Banaszak, Rebecca W. Kaminsky, and David G. Blazek

**VISITORS:** No visitors present

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

Mr. Boring reported the Waters of McMurray requested a meeting to review and clarify the tapping fee calculation for the mixed use facility being constructed.

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

Mr. Hanley reported the status of the Conveyance System Improvements Projects. He indicated the contractor accomplished milestone number two on the overall project schedule. All the infrastructure is installed. The remaining task is restoration, which is weather dependent. Mr. Hanley recommended payment to A. Merante Contracting for pay application No.6 as listed on the requisition.

Mr. Hanley reported the status of the Hidden Brook portion of the project. Construction was completed. The manufacturer performed the start up on the pump station. The pumps underperformed. The manufacturer is investigating and will provide a resolution. Mr. Hanley recommended payment to Wagner Electric for pay application 3 as listed on the requisition.

Mr. Hanley reported the status of the Stonehenge Truck Sewer project. A total of nine bids were received ranging from \$554,630 to \$1,359,375. The apparent low bidder requested his bid be withdrawn due to an unintentional omission of significant value relating to labor cost for pipe installation, which has been confirmed. Mr. Hanley recommended award of the contract to the second low bidder J.S.Bova Excavation LLC.

Motion: To accept W.A Petrakis Contracting's bid withdrawal from for the Stonehenge Truck Sewer project due to an unintentional omission of significant value relating to labor cost for pipe installation and documentation provided was found consistent with Pennsylvania law.

Moved by Mrs. Kaminsky, Seconded by Mr. Banaszak

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

Yes: Eric S. Grimm, Robert L. Burns, John A. Banaszak, Rebecca W. Kaminsky, and David G. Blazek

Motion: To issue a notice of intent to award the contract 2020-01 to J.S.Bova Excavation LLC for the Stonehenge Truck Sewer project in the amount of \$703,848.

Moved by Mr. Banaszak, Seconded by Mrs. Kaminsky

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

Yes: Eric S. Grimm, Robert L. Burns, John A. Banaszak, Rebecca W. Kaminsky, and David G. Blazek

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

Mr. Jenkins reported management is awaiting PaDEP to perform the final inspection of the new Donaldson's Crossroad WPCP, and the Dewatering facility.

Mr. Jenkins reported management has begun to prepare the semi-annual Donaldson's Crossroads Corrective Action Plan. All of the requirements in the COA plan will be met when the DC Conveyance System Improvements Projects are completed. Then the plan will be dissolved releasing the need for any tap allocations for this year.

Mr. Jenkins reported a requirement of the PaDEP ALCOSAN Consent Order agreement will be an annual submission over the next five years regarding the Authority's efforts in flow studies, and flow reductions in the collection system. There is an informational meeting being held on February 28, 2020 to review all the criteria.

Mr. Jenkins reported on the BR WPCP Ultraviolet Violet disinfection and Phosphorus removal Upgrades. The design is in the final phase and the next scheduled task is to bid the construction contract. There will be a mandatory pre-bid meeting held on February 6, 2020.

Motion: To authorize the initiation of the bidding process for the BR WPCP Ultraviolet Violet disinfection and Phosphorus removal Upgrades.

Moved by Mr. Banaszak, Seconded by Mr. Blazek

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

Yes: Eric S. Grimm, Robert L. Burns, John A. Banaszak, Rebecca W. Kaminsky, and David G. Blazek

**OPERATIONS MANAGER’S REPORT:** Copy of File

Mr. Chucuddy reported the PaDEP has accepted the corrective action as submitted for the laboratory accreditation.

Mr. Chucuddy reported on the Sugarbrooke Plan located at 218 Sugar Camp Road. This is a 27 acre parcel and plans have been received illustrating 19 patio homes and 14 single family homes. Mr. Chucuddy recommended acceptance of the proposed sewage flows.

Motion: To accept the proposed sewage flows from the Sugarbrooke Plan of 13,000 GPD (33 EDUS’S).

Moved by Mr. Banaszak, Seconded by Mr. Grimm

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

Yes: Eric S. Grimm, Robert L. Burns, John A. Banaszak, Rebecca W. Kaminsky, and David G. Blazek

Mr. Chucuddy reported on the Justabout Farms Phase 2 development. It will have 19 lots, as well as provide service to 595 Bower Hill Road. HRG will provide the construction phase services.

Motion: To enter into the developers’ construction agreement for the Justabout Farms Phase 2, pending Solicitor’s approval.

Moved by Mr. Banaszak, Seconded by Mr. Grimm

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

Yes: Eric S. Grimm, Robert L. Burns, John A. Banaszak, Rebecca W. Kaminsky, and David G. Blazek

Motion: To approve HRG’S Service Order 0437 Revision 1 for Justabout Farms Phase 2 engineering services billed as time and materials: Design review- \$3,500;Construction administrations - \$1,500; Resident project representative - \$31,500; As-Built drawings - \$5,500.

Moved by Mr. Blazek, Seconded by Mr. Banaszak

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

Yes: Eric S. Grimm, Robert L. Burns, John A. Banaszak, Rebecca W. Kaminsky, and David G. Blazek

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

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

Ms. Mowry reported the Authority received a LSA Grant for \$200,000 for the BR Treatment Plant Upgrades. The CFA Board meets July 17, 2020 regarding the two other grant applications submitted.

Ms. Mowry reported the financial audit is tentatively scheduled for beginning February.

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

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

Motion: To approve disbursements in the amount of \$797,338.30 from the following funds:

Moved by Mrs. Kaminsky, Seconded by Mr. Banaszak

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

Yes: Eric S. Grimm, Robert L. Burns, John A. Banaszak, Rebecca W. Kaminsky, and David G. Blazek

Fund	Disbursement	Total
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Operating	Checks: 5290 through 5339 and ACH	\$94,760.20
Payroll	Transfer from Operating to Payroll fund	\$80,000.00
CFS Bank Loan	Valley View Sewer Ext/Dewatering	\$8,941.33
Developer Fund	Checks 1047 & Operating Fund Reimbursement	\$1,331.03
CFS Capital Improvement Fund	Requisition 2019-12	\$39,971.98
Penn Vest	Penn Vest Payment – Ivy Lane Sewer Ext. 2004 Debt Payment	\$2,199.93
PV Request	PV Loan Draw –Conveyance System Project	\$570,133.83
	Total	\$797,338.30

**OTHER BUSINESS:**

Motion: To adjourn the Board Meeting at 7:40 p.m.

Moved by Mrs. Kaminsky, Seconded by Mr. Banaszak

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

Yes: Eric S. Grimm, Robert L. Burns, John A. Banaszak, Rebecca W. Kaminsky, and David G. Blazek

Respectfully Submitted,

Patricia L Mowry

**MOTIONS SUMMARY**

<b>MOTION NO.</b>	<b>MOVED</b>	<b>SECOND</b>	<b>MOTION SUMMARY TABLE</b>	<b>VOTE</b>
1	Blazek	Kaminsky	To appoint Mr. Burns as the Temporary Chair.	Approved
2	Kaminsky	Burns	For a reorganization of Officers: Chairman – Eric S. Grimm; Vice-Chairman - Robert L. Burns; Secretary - John A. Banaszak; Treasurer - Rebecca W. Kaminsky; Assistant Secretary/Treasurer - David G. Blazek.	Approved
3	Kaminsky	Blazek	To appoint all professionals, Gaitens, Tucceri & Nicholas, P.C. as the Solicitor, HRG Engineers Inc. as the Consulting Engineer, Guthrie, Belczyk & Associates, P.C, as the Auditor, CFS Bank as the Depository.	Approved
4	Blazek	Banaszak	To designate the Official Newspapers as the Observer Reporter, and Post-Gazette.	Approved
5	Kaminsky	Blazek	The Board meeting dates were set for the 2 <sup>nd</sup> and 4 <sup>th</sup> Wednesday of every month at 7:00 p.m., located in the lower level of the Authority’s business office.	Approved
6	Banaszak	Kaminsky	To approve the minutes of the December 11, 2019 Board Meeting.	Approved
7	Kaminsky	Banaszak	To accept W.A Petrakis Contracting’s bid withdrawal from for the Stonehenge Truck Sewer project due to an unintentional omission of significant value relating to labor cost for pipe installation and documentation provided was found consistent with Pennsylvania law.	Approved
8	Banaszak	Kaminsky	To issue a notice of intent to award the contract 2020-01 to J.S.Bova Excavation LLC for the Stonehenge Truck Sewer project in the amount of \$703,848.	Approved
9	Banaszak	Blazek	To authorize the initiation of the bidding process for the BR WPCP Ultraviolet Violet disinfection and Phosphorus removal Upgrades.	Approved
10	Banaszak	Grimm	To accept the proposed sewage flows from the Sugarbrooke Plan of 13,000 GPD (33 EDUS’S).	Approved
11	Banaszak	Grimm	To enter into the developers’ construction agreement for the Justabout Farms Phase 2, pending Solicitor’s approval.	Approved
12	Blazek	Banaszak	To approve HRG’S Service Order 0437 Revision 1 for Justabout Farms Phase 2 engineering services billed as time and materials	Approved
13	Kaminsky	Banaszak	To approve disbursements in the amount of \$797,338.30	Approved
14	Kaminsky	Banaszak	To adjourn the Board Meeting at 7:40 p.m.	Approved

