



PETERS TOWNSHIP SANITARY AUTHORITY

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

www.ptsaonline.org

AGENDA

REGULAR MEETING

December 9, 2020

ROLL CALL:

MINUTES FOR APPROVAL: Minutes of November 11, 2020

VISITORS:

Sean Garin, Dinsmore & Shohl LLP • Legal Bond Counsel

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:

PAYMENT OF BILLS & REQUISITIONS:

OTHER BUSINESS:

1. Adopt Resolution 04-12-20 for the Special Purpose Tapping Fee Update
2. Adopt 2021 Budget
3. Approval to enter Developer Construction Agreement for Tomahawk Plan of Lots
4. Accept Proposed Sewage flows of 14,723 GPD (36.8 EDUs) from the Rolling Hills Park
5. Accept revised proposed sewage flows of 19,600 GPD (49 EDUs) from the Lutz Plan

ADJOURNMENT:



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REGULAR MEETING

December 9, 2020

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

Board Members present: Eric S. Grimm, Robert L. Burns, John A. Banaszak, Rebecca W. Kaminsky, and Joseph A. Wells

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

APPROVAL OF MINUTES:

Motion: To approve the minutes of the November 11, 2020 Board Meeting.

Moved by Mr. Wells, 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 Joseph A. Wells

VISITORS:

1. Sean Garin, Dinsmore & Shohl LLP • Legal Bond Counsel

Ms. Mowry and Mr. Garin presented the overview submitted by PFM Financial Advisors on the financing options for the 2016 Series bond refunding, Series 2018 CFS Bank Note, additional borrowing needs, and the restructuring of debt. The scenario recommended by Management and financial advisors would be to refund and restructure the outstanding debt presented, and borrow \$2.5 million to support the capital projects presented in the capital plan.

SOLICITOR'S REPORT: Copy on File.

Mr. Boring reported the final draft of the employee handbook has been circulated and can be sent to the insurance carrier for their review.

Mr. Boring reported he has been working with Management on the collective bargaining unit contract negotiations.

ENGINEER'S REPORT: Copy on file.

Mr. Hanley reported the status of the Stonehenge Truck Sewer project. There is retainage being held, and only one outstanding punch list item. Mr. Hanley recommended payment as presented from General Contractor, J.S.Bova, listed on the capital requisition.

Mr. Hanley reported the status of the Piney Fork 537 Plan. The survey work for the subdivision of property located at 974 Church Hill Road has been completed.

Mr. Hanley reported on the status of the Deerfield Manor/Links View Drive Pump Station. Mr. Hanley is coordinating with USC engineer to confirm the EDU's to include in the sewage module.

MANAGER'S REPORT: Copy on file.

Mr. Jenkins reported the status of the Lutz Farm Development and recommended acceptance of the revised sewage flows. The flows were previously accepted at the August 2020 meeting.

Motion: To accept the proposed sewage flows of 19,600 GPD (49 EDUs) from the Lutz Farm Development. The flows will not cause a hydraulic overload within the sewer system or at the Brush Run WPCP due to the WPCP capacity rerate that shall be completed in 2021.

Moved by Mrs. Kaminsky, Seconded by Mr. Wells

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

Yes: Eric S. Grimm, Robert L. Burns, John A. Banaszak, Rebecca W. Kaminsky, and Joseph A. Wells

Mr. Jenkins reported the status of the Rolling Hills Park Development and recommended acceptance of the sewage flows.

Motion: To accept the proposed sewage flows of 32,313 GPD (80.8 EDUs) from the Rolling Hills Park Development. The flows will not cause a hydraulic overload within the sewer system or at the Brush Run WPCP due to the WPCP capacity rerate that shall be completed in 2021.

Moved by Mr. Wells, 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 Joseph A. Wells

Mr. Jenkins reported on the status of the BR WPCP Ultraviolet Disinfection and Phosphorus Removal Upgrades Project. The construction is several weeks behind schedule. Discussion with the Contractor and the engineer are ongoing regarding the temporary by-pass pumping. The contractor is proposing to delay installation of the temporary by-pass pump(s) to allow them the ability to complete work in the chlorine contact tank more efficiently. This may result in a change order, however, it may also reduce construction days. Management has directed GHD to provide flow data regarding the plant hydraulics to further assess the contractor's proposal.

Mr. Jenkins reported he is monitoring the new developments associated with the COVID virus, and will make necessary steps to adhere to the Governor's Order and CDC'S recommendations.

OPERATIONS MANAGER'S REPORT: Copy of File

Mr. Chucuddy reported the status of the Tomahawk Plan and recommended entering into the developer's agreement with Tomahawk 123 LLC. All of the necessary developer requirements and submittals have been satisfied.

Motion: To enter into the developer's agreement with Tomahawk 123 LLC.

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 Joseph A. Wells

CORRESPONDENCE FOR THE BOARD'S INFORMATION: Copy on File

FINANCIAL CONTROLLER'S REPORT: Copy on File

Ms. Mowry gave an overview of the 2020/2021 Budget report. No rate increase is proposed for the 2021 Budget year. Ms. Mowry presented the special purpose tapping fee update resolution that is incorporated in the budget report.

Motion: To adopt Resolution 04-12-20 for the Special Purpose Tapping Fee Update

Moved by Mrs. Kaminsky, Seconded by Mr. Wells

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

Yes: Eric S. Grimm, Robert L. Burns, John A. Banaszak, Rebecca W. Kaminsky, and Joseph A. Wells

Motion: To adopt 2021 Operating and Capital Budget

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 Joseph A. Wells

FINANCIAL STATEMENT REVIEW: Month ending November 30, 2020.

PAYMENT OF BILLS & REQUISITIONS: Copy on File

Motion: To approve disbursements in the amount of \$424,536.96 from the following funds:

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 Joseph A. Wells

Fund	Disbursement	Total
Operating	Checks: 6001 through 6055 and ACH	\$207,581.01
Payroll	Transfer from Operating to Payroll fund	\$80,000.00
CFS Bank Loan	Valley View Sewer Ext/Dewatering	\$8,941.33
Developer Fund	Checks 1063 & Operating Fund Reimbursement	\$3,369.00
CFS Capital Improvement Fund	Requisition 2020-11	\$122,445.69
Penn Vest	Penn Vest Payment – Ivy Lane Sewer Ext. 2004 Debt Payment	\$2,199.93
PV Request	PV Loan Draw –Conveyance System Project	\$0
	Total	\$424,536.96

OTHER BUSINESS:

Motion: To enter into Executive Session at 7:58 p.m. to discuss personnel.

Moved by Mr. Wells 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 Joseph A. Wells

Executive Session Ended: 8:13 p.m.

Motion: To adjourn the Board Meeting at 8:15 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 Joseph A. Wells

Respectfully Submitted,

Patricia L Mowry

MOTIONS SUMMARY

MOTION NO.	MOVED	SECOND	MOTION SUMMARY TABLE	VOTE
1	Kaminsky	Wells	To approve the minutes of the November 11, 2020 Board Meeting.	Approved
2	Kaminsky	Wells	To accept To accept the proposed sewage flows of from the Lutz Farm	Approved
3	Wells	Kaminsky	To accept the proposed sewage flows from the Rolling Hills Park	Approved
4	Kaminsky	Banaszak	To enter into the developer's agreement with Tomahawk 123 LLC.	Approved
5	Kaminsky	Wells	To adopt Resolution 04-12-20 for the Special Purpose Tapping Fee Update	Approved
6	Banaszak	Kaminsky	To adopt 2021 Operating and Capital Budgets	Approved
7	Kaminsky	Burns	To approve disbursements	Approved
8	Wells	Banaszak	To enter into executive session for personnel matters	Approved
9	Kaminsky	Banaszak	To adjourn the Board Meeting at 8:15 p.m.	Approved