



PETERS TOWNSHIP SANITARY AUTHORITY

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

www.ptsaonline.org

AGENDA

REGULAR MEETING

January 13, 2021

ROLL CALL:

REORGANIZATION 2021:

MINUTES FOR APPROVAL: Minutes of December 9, 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: Month Ending December 31, 2020

PAYMENT OF BILLS & REQUISITIONS:

OTHER BUSINESS:

- 1. Adopt resolution appointing and authorizing certain financial professionals to assist the Authority in the issuance of its proposed Sewer Revenue Bonds, Series of 2021 for refunding and capital purposes.**
- 2. Approve Brush Run WPCP UV Disinfection and Phosphorus Removal Upgrades General Contract Change Order No. 1 for Lone Pine Construction for \$2,844.47**
- 3. Approve Brush Run WPCP UV Disinfection and Phosphorus Removal Upgrades Electrical Contract Change Order No. 1 for Bronder Technical Services for \$23,121.00**
- 4. Executive Session to discuss personnel**

ADJOURNMENT:



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REGULAR MEETING

January 13, 2021

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, and Joseph A. Wells

Absent from the meeting: Rebecca W. Kaminsky

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 December 9, 2020 Board Meeting.

Moved by Mr. Banaszak, Seconded by Mr. Wells

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

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

REORGANIZATION OF THE BOARD:

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

Moved by Mr. Banaszak, Seconded by Mr. Burns

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

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

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 –Joseph A. Wells

Moved by Mr. Banaszak, Seconded by Mr. Burns

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

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

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, designation of the Official Newspapers as the Observer Reporter, and Post-Gazette, and Board meeting dates were set for the 2nd and 4th Wednesday of every month at 7:00 p.m., located in the lower level of the Authority's business office.

Moved by Mr. Wells, Seconded by Mr. Burns

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

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

VISITORS:

SOLICITOR'S REPORT: Copy on File.

Mr. Boring reported the final draft of the employee handbook is completed. The finalization will be after the collective bargaining unit contract is completed.

ENGINEER'S REPORT: Copy on file.

Mr. Hanley reported the status of the annual PADEP Chapter 94 reports. HRG will work with staff to complete by the March 31 deadline.

Mr. Hanley reported the status of the record drawings for the Hidden Brook and DC Conveyance system

projects. They have been submitted for staff review.

Mr. Hanley reported the status of the Piney Fork 437 Plan. There have been several proposed subdivision options for property located at 974 Church Hill Road. Once an alignment is chosen the process will begin to subdivide.

Mr. Hanley reported on the status of the Deerfield Manor/Links View Drive Pump Station. Mr. Hanley is working on the sewage planning module.

MANAGER'S REPORT: Copy on file.

Mr. Jenkins reported on the status of the BR WPCP Ultraviolet Disinfection and Phosphorus Removal Upgrades Project. The construction is still slightly behind schedule, however, completion time is still on target.

Motion: Approve BR WPCP Ultraviolet Disinfection and Phosphorus Removal Upgrades Project Change Order No. 1 with the General Contractor Lone Pine Construction Inc. in the amount of \$2,844.47 for work associated with safety shower flow switches.

Moved by Mr. Wells, Seconded by Mr. Burns

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

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

Motion: Approve BR WPCP Ultraviolet Disinfection and Phosphorus Removal Upgrades Project Change Order No. 1 with the Electrical Contractor Bronder Technical Services in the amount of \$23,121 for work associated with installation and material of additional ductbank due to the scale of the drawings changing and unforeseen circumstances.

Moved by Mr. Burns, Seconded by Mr. Banaszak

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

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

Mr. Jenkins reported the interviewing has begun for the administrative assistant position.

OPERATIONS MANAGER'S REPORT: Copy of File

Mr. Chucuddy reported the status of the 2021 sewer rehabilitation contract as presented in the operating budget. The contract specifications are almost finished for the estimated 10,000 linear feet to be rehabilitated. The estimated cost to complete the work is \$140,000.

CORRESPONDENCE FOR THE BOARD'S INFORMATION: Copy on File

FINANCIAL CONTROLLER'S REPORT: Copy on File

Ms. Mowry presented the resolution appointing certain financial professionals for the proposed bond issuance and debt restructuring. Mr. Garin will attend next meeting and the proposed schedule is to issue the new bonds early March 2021.

Motion: To adopt Resolution 01-01-21 for the appointment of certain financial professionals in connection with the proposed sewer revenue bonds. The professionals are PFM Financial Advisors LLC., as independent financial advisor, Dinsmore & Shohl LLP., as bond counsel, and Boenning & Scattergood Inc., as managing underwriter.

Moved by Mr. Burns, Seconded by Mr. Wells

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

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

Ms. Mowry indicated the Auditors will begin their field work over the next couple of weeks, and a final year end will be presented in February.

FINANCIAL STATEMENT REVIEW: Month ending January, 2021.

PAYMENT OF BILLS & REQUISITIONS: Copy on File

Motion: To approve disbursements in the amount of \$391,587.98 from the following funds:

Moved by Mr. Wells, Seconded by Mr. Banaszak

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

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

Fund	Disbursement	Total
Operating	Checks: 6059 through 6121 and ACH	\$59,323.96
Payroll	Transfer from Operating to Payroll fund	\$80,000.00
CFS Bank Loan	Valley View Sewer Ext/Dewatering	\$8,941.33
Developer Fund	Checks 1064 & Operating Fund Reimbursement	\$2,459.00
CFS Capital Improvement Fund	Requisition 2020-12	\$238,663.76
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	\$391,587.98

OTHER BUSINESS:

Motion: To enter into Executive Session at 7:22 p.m. to discuss personnel.

Moved by Mr. Wells Seconded by Mr. Banaszak

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

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

Executive Session Ended: 7:47 p.m.

Motion: To adjourn the Board Meeting at 7:50 p.m.

Moved by Mr. Wells, Seconded by Mr. Banaszak

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

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

Respectfully Submitted,

Patricia L Mowry

MOTIONS SUMMARY

MOTION NO.	MOVED	SECOND	MOTION SUMMARY TABLE	VOTE
1	Banaszak	Wells	To approve the minutes of the December 9, 2020 Board Meeting.	Approved
2	Banaszak	Burns	To retain current slate for 2021 of Officers of the Board	Approved
3	Wells	Burns	To retain for 2021 appointments, newspaper, and meeting times of the Board	Approved
4	Wells	Burns	To approve Change Order 1 for the General Contract for the BR WPCP Project \$2,844.47	Approved
5	Burns	Banaszak	To approve Change Order 1 for the Electrical Contract for the BR WPCP Project \$23,121.00	Approved
6	Burns	Wells	To adopt Resolution 01-01-21 appointment of professionals for the bond issue	Approved
7	Wells	Banaszak	To approve disbursements	Approved
8	Wells	Banaszak	To enter into executive session for personnel matters	Approved
9	Wells	Banaszak	To adjourn the Board Meeting at 7:50 p.m.	Approved