



# 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**

**April 14, 2021**

**ROLL CALL:**

**MINUTES FOR APPROVAL: Minutes of March 10, 2021**

**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 March, 2021**

**PAYMENT OF BILLS & REQUISITIONS:**

**OTHER BUSINESS:**

1. Resolution 04-04-21 Rate Revision for billing units
2. HRG Service Order for Deerfield Manor/Links View Pump Station

**ADJOURNMENT:**



# 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)

## REGULAR MEETING

April 14, 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, Rebecca W. Kaminsky, and Joseph A. Wells

Absent from the meeting: Enoch E. Jenkins, Manager

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

## APPROVAL OF MINUTES:

Motion: To approve the minutes of the March 10, 2021 Board Meeting.

Moved by Mr. Wells, Seconded by Mr. Burns

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

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

## VISITORS:

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

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

Mr. Hanley reported he is monitoring recent announcements of governmental funding for infrastructure projects.

Mr. Hanley reported on the Conveyance System Improvements project. HRG received information from the Contractor, A. Merante, regarding the requirement for the Washington County Conservation District concerning the stream crossings.

Mr. Hanley reported the status of the Deerfield Manor/Links Drive Pump station. The planning module review period has ceased. There were no comments received. The planning module will be submitted to the PaDEP for approval. Mr. Hanley requested approval of the service order for design and construction.

Motion: To approve HRG's Service Order 6966.0446 for the Deerfield Manor/Links Drive Pump station Survey, design, and permitting, lump sum amount of \$16,200, easement assistance, for a time and materials not to exceed \$3,100, contract administration, lump sum amount of \$7,000, and resident project representative, for a time and materials not to exceed \$5,000, for a total \$31,300.

Moved by Mr. Burns, Seconded by Kaminsky

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

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

Mr. Hanley reported the status of the Piney Fork 537 Plan. HRG has submitted a low volume PENNDOT driveway permit application for the property. PENNDOT reviewed and issued comments. The next step is to proceed with the subdivision plan.

Mr. Hanley reported on the status of the ALCOSAN Marella Manor COA. The PaDEP has reviewed the request to be excluded from the ALCOSAN Marella Manor COA. The PaDEP has requested a follow up letter that perhaps the Authority would agree to a Corrective Action Plan.

---

Enoch E. Jenkins, Manager

Mark A. Chucuddy, Operation Manager

Patricia L. Mowry, Financial Controller

Donna L. LaManna, Billing Specialist

Cindy McAlister, Administrative Assistant

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

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

Mr. Chucuddy reported that pay request #1 from State Pipe Services for the 2021 Grout and CIP Repair Contract is on the list of expenditures for approval in the amount of \$64,036.89.

Mr. Chucuddy made the Board aware of a potential change order on the Brush Run Ultraviolet project, concerning enlarging the opening to the channels and adding a sluice gate, this change order will in the neighborhood of \$20,000.00. We are looking into leaving an existing opening and gate that was to be concreted up in order to offset some of this cost.

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

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

Ms. Mowry reported the Slovenian Savings and Loan Bank is offering a certificate of deposit (CD) at a higher interest than the depository bank. Ms. Mowry requested a motion to open an account and purchase a CD.

Ms. Mowry reported the Pennsylvania American Water Company (PAWC) has changed their procedures regarding landlord/tenant shut off procedures. If the property that a request for water termination has been submitted to the PAWC, they will now be the responsible party for the entire process from notifications, physical posting of the property, and water termination. They will also collect the fees for those services. Ms. Mowry recommended approval of the agreement.

Motion: To execute the contract with the Pennsylvania American Water Company for Landlord/Tenant water terminations for non-payment of sewage.

Moved by Mrs. Kaminsky, Seconded by Mr. Banaszak

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

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

Ms. Mowry reported the rate resolution is updated to reflect the PAWC change in fees, as well as the recommended change to the calculation of billing units for nonresidential customers. The divisor was four quarters and the recommendation is twelve quarters in order to gain a better average usage.

Motion: To adopt Resolution 04-04-21 for the rate revision for fees for the change in collections from the PAWC, and for the adjustment for the calculation of billing for nonresidential units to twelve quarters.

Moved by Mrs. Kaminsky, Seconded by Mr. Burns

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

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

**FINANCIAL STATEMENT REVIEW:** Month ending March, 2021.

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

Motion: To approve disbursements in the amount of \$1,057,733.08 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, Rebecca W. Kaminsky, John A. Banaszak, and Joseph A. Wells

<b>Fund</b>	<b>Disbursement</b>	<b>Total</b>
Operating	Checks: 6266through 6328 and ACH	\$194,282.44

Payroll	Transfer from Operating to Payroll fund	\$80,000.00
CFS Bank Loan	Valley View Sewer Ext/Dewatering	\$8,941.33
Developer Fund	Checks & Operating Fund Reimbursement	\$3,239.48
CFS Capital Improvement Fund	Requisition 2025-3	\$769,069.90
Penn Vest	Penn Vest Payment – Ivy Lane Sewer Ext. 2005 Debt Payment	\$2,199.93
PV Request	PV Loan Draw –Conveyance System Project	\$0
	Total	\$1,057,733.08

**OTHER BUSINESS:**

Motion: To enter into Executive Session at 7:30 p.m. to discuss personnel.

Moved by Mr. Burns, Seconded by Kaminsky

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

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

Executive Session Ended: 7:40 p.m.

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

Moved by Mr. Wells, Seconded by Mr. Burns

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

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

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	Wells	Burns	To approve the minutes of the March 10, 2021 Board Meeting.	Approved
2	Burns	Kaminsky	To approve HRG's Service Order 6966.0446 for the Deerfield Manor/Links Drive Pump station survey, design, and permitting, lump sum amount \$16,200 easement assistance, for a time and materials not to exceed \$3,100, contract administration, lump sum amount of \$7,000, and resident project representative, for a time and materials not to exceed \$5,000, for a total of \$31,300.	Approved
3	Kaminsky	Banaszak	To execute the contract with the Pennsylvania American Water Company for Landlord/Tenant water terminations for non-payment of sewage.	Approved
4	Kaminsky	Burns	To adopt Resolution 04-04-21 for the rate revision for fees for the change in collections from the PAWC, and for the adjustment for the calculation of billing for nonresidential units to twelve quarters.	Approved
5	Kaminsky	Burns	To approve disbursements in the amount of \$1,057,733.08.	Approved
6	Burns	Kaminsky	To enter into Executive Session at 7:30 p.m. for personnel matters.	Approved
7	Wells	Burns	To adjourn the Board Meeting at 7:40 p.m.	Approved -