



PETERS TOWNSHIP SANITARY AUTHORITY

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

www.ptsaonline.org

AGENDA

REGULAR MEETING

November 8, 2023

ROLL CALL:

MINUTES FOR APPROVAL: Minutes of October 11, 2023

VISITORS:

SOLICITOR'S REPORT:

ENGINEER'S REPORT:

MANAGER'S REPORT:

OPERATIONS MANAGER'S REPORT:

FINANCIAL CONTROLLER'S REPORT:

FINANCIAL STATEMENT REVIEW: Month ending October 31, 2023

PAYMENT OF BILLS & REQUISITIONS:

OTHER BUSINESS:

1) Authorization for Manager to sign Extinguishment of Encroachment Rights for Waterdam Multifamily Development

2) Executive Session: Personnel Issues

ADJOURNMENT:



PETERS TOWNSHIP SANITARY AUTHORITY

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

www.ptsaonline.org

REGULAR MEETING

November 8, 2023

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, Rebecca W. Kaminsky, Joseph A. Wells, and John A. Banaszak.

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

APPROVAL OF MINUTES:

Motion: To approve the minutes of the October 11, 2023 Board Meeting.

Moved by: Mr. Banaszak, Seconded by Mr. Burns

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

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

VISITORS: None

SOLICITOR'S REPORT: Copy on File.

ENGINEER'S REPORT: Copy on file.

MANAGER'S REPORT: Copy on file.

Mr. Jenkins reported status of the Waterdam Galley Multifamily development. Management worked with the solicitor to draft an Extinguishment of Encroachment Rights, which retains encroachment rights and obligations on neighboring properties (previously granted by agreement to prior property owner prior to subdivision) but releases them on the subject property (as they do not apply). Furthermore, management and the solicitor made a small revision to the Developer's Agreement referencing the aforementioned Extinguishment.

Motion: To authorize execution of the Extinguishment of Encroachment Rights with Waterdam Galley LLC, contingent upon incorporation of Mr. Burns comments.

Moved by: Mr. Burns, Seconded by Mrs. Kaminsky

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

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

Mr. Jenkins reported the status of the Crestview Acres portion of the 2022 Sewer Infrastructure Rehabilitation Project. Mr. Jenkins and Mr. Hanley have been meeting with property owners to obtain required easements. As result of the meetings a few alignment changes have been made and properties have been resurveyed. Mr. Jenkins goal is to have all easements by mid-December.

Mr. Jenkins reported the status of the Brush Run WPCP Non-Potable Water System. The contractor is in the process of submitting administrative paper work required before construction can commence.

OPERATIONS MANAGER'S REPORT: Copy on File

The monthly operating summaries and the sludge disposal charts were distributed.

FINANCIAL CONTROLLER'S REPORT: Copy on File

Ms. Mowry distributed the financial tables of the 2023 Budget Performance, the 2024 Proposed Budget, and the 10-year capital plan. The highlights of the 2024 budget were discussed. There is a rate increase

proposed in order to balance the 2024 budget, approximately a 6% increase. The Authority ranks 2nd lowest in rates compared to neighboring communities, including the proposed 2024 increase. The budget will be on the December meeting agenda for adoption, as well as the revised Schedule A, setting forth rates and charges.

FINANCIAL STATEMENT REVIEW: Month ending October 2023.

PAYMENT OF BILLS & REQUISITIONS: Copy on File

Motion: To approve disbursements in the amount of \$268,355.63 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, Joseph A. Wells, and John A. Banaszak

Fund	Disbursement	Total
Operating	Checks: 7333 through 7351 Void Ck 7350 and ACH	\$78,055.91
Payroll	Transfer from Operating to Payroll fund	\$80,000.00
Developer Fund	Checks & Operating Fund Reimbursement	\$15,703.60
CFS Capital Improvement Fund	Requisition 2023-10	\$15,128.80
Penn Vest	Penn Vest Payment – Ivy Lane Sewer Ext. 2005 Debt Payment, DC WWTP 2016, DC Interceptor 2019	\$79,467.32
	Total	\$268,355.63

OTHER BUSINESS:

Motion: To enter into Executive Session at 7:15 p.m. to discuss personnel.

Moved by Mr. Burns, Seconded by Mr. Wells

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

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

Executive Session Ended: 7:31p.m.

Motion: To adjourn the Board Meeting at 7:32 p.m.

Moved by Mr. Banaszak, Seconded by Mr. Wells

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

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

Respectfully Submitted, Patricia L Mowry

MOTIONS SUMMARY

MOTION NO.	MOVED	SECOND	MOTION SUMMARY TABLE	VOTE
1	Banaszak	Burns	To approve the minutes of the October 11, 2023 Board Meeting.	Approved
2	Burns	Kaminsky	To authorize execution of the Extinguishment of Encroachment Rights with Waterdam Galley LLC.	Approved
3	Kaminsky	Burns	To approve disbursements in the amount of \$268,355.63	Approved
4	Burns	Wells	To enter into Executive Session at 7:15 p.m. to discuss personnel.	Approved
5	Banaszak	Wells	To adjourn the Board Meeting at 7:32 p.m.	Approved