



# 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**

**July 10, 2024**

**ROLL CALL:**

**MINUTES FOR APPROVAL: Minutes of June 12, 2024**

**VISITORS:**

**SOLICITOR'S REPORT:**

**ENGINEER'S REPORT:**

**MANAGER'S REPORT:**

**OPERATIONS MANAGER'S REPORT:**

**FINANCIAL CONTROLLER'S REPORT:**

**FINANCIAL STATEMENT REVIEW: Month ending June 30, 2024**

**PAYMENT OF BILLS & REQUISITIONS:**

**OTHER BUSINESS:**

- 1) Approve Tuscany II Sanitary Sewers "For Use"
- 2) Approve Camden Village Sanitary Sewers "For Use"
- 3) Approve Change Order No.1 Sanitary Sewer Infrastructure Improvements Project
- 4) Approve of Easement Agreements for 1035 and 1039 Elizabeth Drive
- 5) Approval for solicitor to initiate condemnation proceedings for 1035 and 1039 Elizabeth Drive
- 6) Motion to establish a Checking Account and Credit Card with PNC Bank

**ADJOURNMENT:**



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## REGULAR MEETING

July 10, 2024

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

Board Members present: Robert L. Burns, Joseph A. Wells, Rebecca W. Kaminsky, John A. Banaszak, and Ryan Kennedy

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

Absent from meeting: Enoch E. Jenkins, Manager

## APPROVAL OF MINUTES:

Motion: To approve the minutes of the June 12, 2024 Board Meeting.

Moved by Mr. Wells, Seconded by Mr. Banaszak

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

Yes: Robert L. Burns, Joseph A. Wells, John A. Banaszak, Rebecca W. Kaminsky and Ryan Kennedy

## VISITORS:

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

Ms. Rosini reported the Pemberly Manor developer has paid their account in full.

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

Mr. Hanley reported the status for the 2024 Sewer Infrastructure Improvements Project. The construction is progressing on schedule. During construction an unknown lateral serving 264 Valleybrook Road was discovered. The contractor confirmed it was active and will need to be reconnected. Mr. Hanley recommended approval of Change Order No. 1 for that reconnection. Mr. Hanley reported the second payment request was submitted in the amount of \$380,755.65. Mr. Hanley has reviewed and recommended request for payment. Ms. Mowry indicated the request will be submitted to the Redevelopment Authority for direct payment to the contractor. The balance of funding is \$232,190.60, and the balance is on the capital requisition. A year to date project summary was provided with the details.

Motion: To approve the 2024-1 Sanitary Sewer Infrastructure Improvements Project Change Order No.1 with W.A. Petrakis Contracting LLC for the reconnection of the sewer lateral for an amount of \$5,751.46

Moved by Mrs. Kaminsky, Seconded by Mr. Banaszak

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

Yes: Robert L. Burns, Joseph A. Wells, John A. Banaszak, Rebecca W. Kaminsky and Ryan Kennedy

Mr. Hanley reported it was discovered by the contractor during CCTV work that there is a shared lateral between 1035 - 1039 Elizabeth Drive which is serving 233 Tepee Road. HRG is reviewing options to separate the lateral. There is not any ROW agreements. Management recommended easement agreements for both properties in order to have legal access and the goal would be not to have any shared laterals in the system. It was recommended to enter into executive session to discuss further.

Motion: To enter into Executive Session at 7:30 p.m. to discuss legal and property issue.

Moved by Mrs. Kaminsky, Seconded by Mr. Wells

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

Yes: Robert L. Burns, Joseph A. Wells, John A. Banaszak, Rebecca W. Kaminsky and Ryan Kennedy

Executive Session Ended 7:45 p.m.

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Enoch E. Jenkins, Manager

Mark A. Chucuddy, Operation Manager

Patricia L. Mowry, Financial Controller

Natalie A. Waggoner, Billing Specialist

Faye E. Abbondanza, Administrative Assistant

Motion: To approve manager to negotiate easement agreements for 1035 and 1039 Elizabeth Drive contingent upon discussion in executive session.

Moved by Mr. Kennedy, Seconded by Mrs. Kaminsky

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

Yes: Robert L. Burns, Joseph A. Wells, John A. Banaszak, Rebecca W. Kaminsky and Ryan Kennedy

Motion: To approve manager if required to direct Solicitor to initiate condemnation proceedings for 1035 and 1039 Elizabeth Drive as a result of the negotiations for easements.

Moved by Mr. Wells, Seconded by Mrs. Kaminsky

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

Yes: Robert L. Burns, Joseph A. Wells, John A. Banaszak, Rebecca W. Kaminsky and Ryan Kennedy

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

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

Mr. Chucuddy reported both the Tuscany and Camden Village developments sewer installations are completed and recommended approval for use of the sewers.

Motion: To Approve Tuscany II Sanitary Sewers "For Use"

Moved by Mr. Wells, Seconded by Mrs. Kaminsky

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

Yes: Robert L. Burns, Joseph A. Wells, John A. Banaszak, Rebecca W. Kaminsky and Ryan Kennedy

Motion: To Approve Camden Village Sanitary Sewers "For Use"

Moved by Mr. Banaszak, Seconded by Mr. Wells

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

Yes: Robert L. Burns, Joseph A. Wells, John A. Banaszak, Rebecca W. Kaminsky and Ryan Kennedy

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

Ms. Mowry reported on a customer related issue regarding water consumption and deduct meter process. The property owner at 117 Highvue Drive requested consideration from high water consumption due to filling his swimming pool. He does not have an active deduct meter. There is a deduct meter at his location, however it is not connected to the hose bib, nor is it registered with the PTSA. It has to be registered in order to get an annual deduct water credit. His request is for an adjustment credit for filling the pool, and if PTSA personnel would be able to connect his deduct meter for future use. He also has requested the Board to consider offering senior citizen discount. The Board had a discussion regarding the request. The Board's direction is for Management to be consistent with the deduct meter rules and regulations, and at this time the Board is not considering any senior citizen discount.

Ms. Mowry reported PNC bank is offering a high yield money market account, as well as a cash back credit card. Ms. Mowry recommended approval of opening an account and submitting an application of a credit card.

Motion: To establish a Checking Account and Credit Card with PNC Bank

Moved by Mrs. Kaminsky, Seconded by Mr. Wells

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

Yes: Robert L. Burns, Joseph A. Wells, John A. Banaszak, Rebecca W. Kaminsky and Ryan Kennedy

**FINANCIAL STATEMENT REVIEW:** Month ending June 30, 2024.

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

Motion: To approve disbursements in the amount of \$639,083.65 from the following funds:

Moved by Mrs. Kaminsky, Seconded by Mr. Wells

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

Yes: Robert L. Burns, Joseph A. Wells, John A. Banaszak, Rebecca W. Kaminsky and Ryan Kennedy

<b>Fund</b>	<b>Disbursement</b>	<b>Total</b>
Operating	Checks and ACH	\$121,242.79
Payroll	Transfer from Operating to Payroll fund	\$80,000.00
Operating/PNC	Transfer of funds to open account	\$100,000
Developer Fund	Checks & Operating Fund Reimbursement	\$18,545.89
CFS Capital Improvement Fund	Requisition	\$242,027.58
Penn Vest	Penn Vest Payment – Ivy Lane Sewer Ext. 2005 Debt Payment, DC WWTP 2016, DC Interceptor 2019	\$77,267.39
	Total	\$639,083.65

**OTHER BUSINESS:**

Motion: To adjourn the Board Meeting at 8:04 p.m.

Moved by Mr. Kaminsky, Seconded by Mr. Banaszak

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

Yes: Robert L. Burns, Joseph A. Wells, John A. Banaszak, Rebecca W. Kaminsky and Ryan Kennedy

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	Banaszak	To approve the minutes of the June 12, 2024 Board Meeting.	Approved
2	Kaminsky	Banaszak	To approve Change order #1 for 2024 Sanitary Sewer Improvement Project	Approved
3	Kaminsky	Wells	To enter into executive session to discuss legal and property issues	Approved
4	Kennedy	Kaminsky	To approve Manager to negotiate easement agreements for 1035 & 1039 Elizabeth per discussion	Approved
5	Wells	Kaminsky	To approve Manager to direct Solicitor to initiate condemnation proceedings for 1035 & 1039 Elizabeth if negotiations fail.	Approved
6	Wells	Kaminsky	To approve Tuscany II sanitary sewers for use	Approved
7	Banaszak	Wells	To approve Camden Village sewers for use	Approved
8	Kaminsky	Wells	To establish PNC checking account and apply for cash back credit card	Approved
9	Kaminsky	Wells	To approve disbursements in the amount of \$639,083.65.	Approved
10	Kaminsky	Banaszak	To adjourn the Board Meeting at 8:04 p.m.	Approved