



PETERS TOWNSHIP SANITARY AUTHORITY

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

www.ptsaonline.org

AGENDA

REGULAR MEETING

September 11, 2024

ROLL CALL:

MINUTES FOR APPROVAL: Minutes of August 14, 2024

VISITORS:

SOLICITOR'S REPORT:

ENGINEER'S REPORT:

MANAGER'S REPORT:

OPERATIONS MANAGER'S REPORT:

FINANCIAL CONTROLLER'S REPORT:

FINANCIAL STATEMENT REVIEW: Month ending August 31, 2024

PAYMENT OF BILLS & REQUISITIONS:

OTHER BUSINESS:

- 1) Authorization to enter into an Amended Developer's Construction Agreement with Ted Taylor for Lutz Farms Development
- 2) Approve Lutz Farms Development sewers "For Use" with contingencies
- 3) Approval of HRG Service Order for design review of the Quarture Property
- 4) Approval of HRG Service Order for all phases of 104 Merideth Dr. Sewer Extension
- 5) Authorization to enter into Developers Construction Agreement with Rajendra Jadhav for 104 Merideth Dr, Sewer extension.
- 6) Approval of HRG SO for Courtyards at Valleybrook
- 7) Adopt Resolution 04-09-24 Disposition of records 2016-2017
- 8) Adopt Resolution 05-09-24 for submittal of the 2025 LSA application for BR Improvements and Equipment Replacements
- 9) Authorization of Change Order No. 2 on Crestview Project
- 10) Authorization to enter into an intermunicipal agreement with Peters Township for cost sharing related to asphalt restoration on the Crestview Project – Resolution 06-09-24

ADJOURNMENT:



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REGULAR MEETING

September 11, 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, John A. Banaszak, and Ryan Kennedy

Absent: Rebecca W. Kaminsky,

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 August 14, 2024 Board Meeting.

Moved by Mr. Wells, Seconded by Mr. Banaszak

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

Yes: Robert L. Burns, Joseph A. Wells, John A. Banaszak, Ryan Kennedy

VISITORS:

- 1) Ted Taylor, Developer of Lutz Farms and Karen Marshall, Realtor for Lutz Farms

RE: Lutz Farm acceptance of sewer line for development

Mr. Taylor indicated the sewer lines for the Lutz development have been completed and was seeking approval for use. Mr. Jenkins reported the original development plans have changed and the revised plan now includes a Phase I and II. The Developer's agreement was amended to reflect the revisions. The Solicitor assisted with the amendment. Management recommended approval of the amended agreement. Mr. Jenkins reported the sewers in Phase I have been completed and inspected, however, there is a 30-day waiting period until mandrel testing can be initiated. Mr. Jenkins recommended to accepted Lutz Farms Development sewers "For Use" with contingencies.

Motion: To enter into the Amended Developer's Construction Agreement with Ted Taylor for Lutz Farms Development, which excludes Phase II.

Moved by Mr. Banaszak, Seconded by Mr. Wells

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

Yes: Robert L. Burns, Joseph A. Wells, John A. Banaszak, Ryan Kennedy

Motion: Accept Lutz Farms Development sewers "For Use" with the following contingencies; execution of the amended developer's agreement, receipt of all closeout documents, maintenance bond, verification of sewers located in easements, and passing all the mandrel testing on the installed sewers.

Moved by Mr. Banaszak, Seconded by Mr. Wells

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

Yes: Robert L. Burns, Joseph A. Wells, John A. Banaszak, Ryan Kennedy

SOLICITOR'S REPORT: Copy on File.

ENGINEER'S REPORT: Copy on file.

Mr. Hanley reported the status for the 2024 Sewer Infrastructure Improvements Project. The construction is progressing on schedule. It is anticipated all work will be completed including restoration by the end of September. Mr. Hanley review and recommended approval of Change Order No. 2 in the amount of \$2,996.83. The request is for labor and equipment time and materials to repair an existing curb underdrain along Marble Drive and exploratory excavation to locate lateral that were full of tree roots. Mr. Hanley has reviewed and recommended request for payment as presented on the capital requisition.

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 W.A. Petrakis Contracting LLC Change Order No. 2 for the 2024 Sewer Infrastructure Improvements Project in the amount of \$2,996.83.

Moved by Mr. Wells, Seconded by Mr. Banaszak

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

Yes: Robert L. Burns, Joseph A. Wells, John A. Banaszak, Ryan Kennedy

Mr. Hanley reported a meeting was held with Peters Township engineer to discuss the paving of the roads impacted by the Crestview portion of the 2024 sewer project. A cost sharing was proposed between the Township and the Authority for the additional asphalt paving requirements. A 50/50 split has been verbally concurred by management and the Township Manager. The total for the additional mill and overlay is \$21,210.00, with each entity contributing \$10,605.00. Management presented an inter-municipal agreement and a resolution as prepared by the Solicitor. The Board discussed and directed Management to negotiate and present the Township with the agreement for their execution, and tabled the execution of the agreement and the Resolution until next meeting.

Motion: To authorize Management to negotiate paving cost and present the inter-municipal agreement to the Township, and then to finalize the document contingent upon the Solicitor approval.

Moved by Mr. Banaszak, Seconded by Mr. Wells

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

Yes: Robert L. Burns, Joseph A. Wells, John A. Banaszak, Ryan Kennedy

Mr. Hanley reported on the following developments; Quarture property (3836 Washington Road LLC), service order presented for design review; Courtyards at Valleybrook, service order presented for engineering and plan drawings have been submitted; and 104 Meredith Drive sewer extension, service order presented for engineering and plan drawings have been submitted. Management recommended approval. All engineering fees are charged to the developer.

Motion: Approval of HRG Service Order 0468.01 for design review of the Quarture Property (3836 Washington Road LLC), for a time and materials cost estimated at \$2,500.

Moved by Mr. Wells, Seconded by Mr. Banaszak

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

Yes: Robert L. Burns, Joseph A. Wells, John A. Banaszak, Ryan Kennedy

Motion: Approval of HRG Service Order 0469.01-04 for design review, construction management, construction observation, and as-built drawings for the 104 Meredith Drive sewer extension for a time and materials cost estimated at a total of \$15,000.

Moved by Mr. Banaszak, Seconded by Mr. Wells

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

Yes: Robert L. Burns, Joseph A. Wells, John A. Banaszak, Ryan Kennedy

Motion: Approval of HRG Service Order 0470.01-04 for design review, construction management, construction observation, and as-built drawings for the Courtyards at Valley Brook Townhomes for a time and materials cost estimated at a total of \$23,500.

Moved by Mr. Wells, Seconded by Mr. Banaszak

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

Yes: Robert L. Burns, Joseph A. Wells, John A. Banaszak, Ryan Kennedy

MANAGER'S REPORT: Copy on file.

Mr. Jenkins reported the status of the Marella Manor grouting project. The project is nearing completion and the contractors pay request is listed on the check register for payment.

Mr. Jenkins reported the status of the Brush Run WPCP Non-Potable Water System. Updated project schedules have been provided and the projected completion date is by the end of the year.

OPERATIONS MANAGER’S REPORT: Copy on File

Mr. Chucuddy reported the status of the 104 Meredith Drive, Sewer extension project. This is just a single homeowner building a home on an existing lot. It will require a 342 foot sewer extension to serve the lot which will traverse two lots of the Pemberley Manor development for which we have acquired ROWs. Mr. Chucuddy recommended entering into the Developer’s Construction Agreement contingent upon receipt of approved drawings, receipt of financial securities and receipt of the ROW required on the existing lot.

Motion: Authorization to enter into Developers Construction Agreement with Rajendra Jadhav for 104 Merideth Dr, Sewer extension, contingent upon receipt of approved drawings, receipt of financial securities and receipt of the ROW required on the existing lot.

Moved by Mr. Banaszak, Seconded by Mr. Wells

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

Yes: Robert L. Burns, Joseph A. Wells, John A. Banaszak, Ryan Kennedy

Mr. Chucuddy reported Orbital Biocarbon has reached out to the Authority and is interested in acquiring our sludge. Management will investigate the opportunity, in which they will make it into bio-char.

FINANCIAL CONTROLLER’S REPORT: Copy on File

Ms. Mowry presented the resolution for the disposition of municipal records. The resolution follows all the requirements and guidelines from the Municipal records manual that was approved December 16, 2008.

Motion: Adopt Resolution 04-09-24 Disposition of records from 2016-2017, Check Register, Checking Accounts, and Billing Data

Moved by Mr. Wells, Seconded by Mr. Banaszak

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

Yes: Robert L. Burns, Joseph A. Wells, John A. Banaszak, Ryan Kennedy

Ms. Mowry reported on the 2024/2025 LSA Grant application for the Brush Run Treatment Plant Improvements and Equipment Replacements. The request is for \$600,000 towards the estimated \$1.8 million total project cost. The project will include various projects as outlined in the ten-year capital improvements budget. Ms. Mowry recommended adoption of the resolution for the grant submittal.

Motion: To adopt Resolution 05-09-24 to authorize submittal of the funding request application to the Redevelopment Authority of Washington County for the Washington County Local Share Account Program FY 2024-2025 for the purpose of obtaining partial funding in the amount of \$600,000 towards the Brush Run Treatment Plant Improvements and Equipment Replacements, and authorize appropriate officials to execute any grant documents.

Moved by Mr. Banaszak, Seconded by Mr. Wells

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

Yes: Robert L. Burns, Joseph A. Wells, John A. Banaszak, Ryan Kennedy

FINANCIAL STATEMENT REVIEW: Month ending August 31, 2024.

PAYMENT OF BILLS & REQUISITIONS: Copy on File

Motion: To approve disbursements in the amount of \$1,042,748.68 from the following funds:

Moved by Mr. Kennedy, Seconded by Mr. Wells

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

Yes: Robert L. Burns, Joseph A. Wells, John A. Banaszak, Ryan Kennedy

Fund	Disbursement	Total
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Operating	Checks and ACH	\$105,202.41
Payroll	Transfer from Operating to Payroll fund	\$80,000.00
Developer Fund	Checks & Operating Fund Reimbursement	\$8,034.83
CFS Capital Improvement Fund	Requisition	\$772,244.05
Penn Vest	Penn Vest Payment – Ivy Lane Sewer Ext. 2005 Debt Payment, DC WWTP 2016, DC Interceptor 2019	\$77,267.39
	Total	\$1,042,748.68

OTHER BUSINESS:

Motion: To adjourn the Board Meeting at 7:36 p.m.

Moved by Mr. Banaszak, Seconded by Mr. Wells

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

Yes: Robert L. Burns, Joseph A. Wells, John A. Banaszak, Ryan Kennedy

Respectfully Submitted,

Patricia L. Mowry

MOTIONS SUMMARY

MOTION NO.	MOVED	SECOND	MOTION SUMMARY TABLE	VOTE
1	Wells	Banaszak	To approve the minutes of the August 14, 2024 Board Meeting.	Approved
2	Banaszak	Wells	To enter into the Amended Developer's Construction Agreement with Ted Taylor for Lutz Farms Development, which excludes Phase II.	Approved
3	Banaszak	Wells	Accept Lutz Farms Development sewers "For Use" with a list of contingencies.	Approved
4	Wells	Banaszak	To approve W.A. Petrakis Contracting LLC Change Order No. 2 for the 2024 Sewer Infrastructure Improvements Project.	Approved
5	Banaszak	Wells	To authorize Management to negotiate paving cost and present the inter-municipal agreement to the Township, and then to finalize with Solicitor's approval.	Approved
6	Wells	Banaszak	Approval of HRG Service Order 0468.01 for design review of the Quarture Property.	Approved
7	Banaszak	Wells	Approval of HRG Service Order 0469.01-04 for the 104 Meredith Drive sewer extension.	Approved
8	Wells	Banaszak	Approval of HRG Service Order 0470.01-04 for the Courtyards at Valley Brook Townhomes.	Approved
9	Banaszak	Wells	Authorization to enter into Developers Construction Agreement with Rajendra Jadhav for 104 Merideth Dr, Sewer extension.	Approved
10	Wells	Banaszak	Adopt Resolution 04-09-24 Disposition of records from 2016-2017, Check Register, Checking Accounts, and Billing Data.	Approved
11	Banaszak	Wells	To adopt Resolution 05-09-24 to authorize submittal of the application for the LSA 2024-2025 Grant to partially fund the Brush Run Treatment Plant Improvements and Equipment Replacements.	Approved
12	Kennedy	Wells	To approve disbursements in the amount of \$1,042,748.68.	Approved
13	Banaszak	Wells	To adjourn the Board Meeting at 7:36 p.m.	Approved