



PETERS TOWNSHIP SANITARY AUTHORITY

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

www.ptsaonline.org

AGENDA

REGULAR MEETING

June 12, 2024

ROLL CALL:

MINUTES FOR APPROVAL: Minutes of May 8, 2024

VISITORS: Guthrie, Belczyk & Associates, P.C., CPAs-Auditors

SOLICITOR'S REPORT:

ENGINEER'S REPORT:

MANAGER'S REPORT:

OPERATIONS MANAGER'S REPORT:

FINANCIAL CONTROLLER'S REPORT:

FINANCIAL STATEMENT REVIEW: Month ending May 31, 2024

PAYMENT OF BILLS & REQUISITIONS:

OTHER BUSINESS:

- 1) Motion to accept 2023 Audit Report
- 2) Motion to approve the Reconciliation of the Cost-Sharing agreement with Waterdam Galley LLC for the replacement of segments of Giant Oaks interceptor.
- 3) Motion to approve HRG Service Order 6966.0456 for assistance with ALCOSAN GROW application
- 4) Approval of GHD's Proposal for the completion of the Donaldson Crossroads NPDES Permit Renewal Application
- 5) Approval of GHD's Proposal for the design of the Brush Run RAS Control System
- 6) Re-Award of contract to stabilize the office vestibule with Helical piers
- 7) Executive session to discuss personnel

ADJOURNMENT:



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REGULAR MEETING

June 12, 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 and Ryan Kennedy

Absent from meeting: 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 May 8, 2024 Board Meeting.

Moved by Mr. Wells, Seconded by Mrs. Kaminsky

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

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

VISITORS:

1. Sandy Guthrie, Guthrie, Belczyk & Associates, P.C., CPAs-Auditors

RE: Presentation of the 2023 Audit report

Mrs. Guthrie presented the high points of the 2023 Annual Audit report, and the Management letter. There was a discussion on new standards for the audit in regards to computer/network security and monitoring. Staff will follow up with the Authority's network provider, Pittsburgh Computer Solutions.

Motion: To accept the 2023 Financial Audit.

Moved by Mrs. Kaminsky, Seconded by Mr. Wells

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

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

SOLICITOR'S REPORT: Copy on File.

Ms. Rosini reported the Pemberly Manor developer escrow deficiency is still ongoing. The Developer has been unresponsive. Previously the Developer indicated payment will be made. If not received in a timely manner the next steps for collection will be initiated.

ENGINEER'S REPORT: Copy on file.

Mr. Hanley reported the status for the 2024 Sewer Infrastructure Improvements Project. The construction is progressing on schedule. The first payment request was submitted in the amount of \$267,809.40. Mr. Hanley has reviewed and recommended request for payment. Ms. Mowry indicated the request will be submitted the Redevelopment Authority for direct payment to the contractor to be applied to the \$500,000 LSA grant fund. A year to date project summary was provided with the details.

Mr. Hanley reported HRG will provide assistance with submittal of the ALCOSAN Grow Greener application for the Marella Manor service area. Management recommended approval of the service order.

Motion: To approve the motion to approve HRG Service Order 6966.0456 for assistance with ALCOSAN GROW application for a not to exceed amount of \$4,000

Moved by Mr. Wells, Seconded by Mrs. Kaminsky

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

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

MANAGER'S REPORT: Copy on file.

Mr. Jenkins reported on the status of the Waterdam Development. Mr. Hanley reviewed the project summary cost and the calculations provided by Management and recommended approval of the agreement.

Motion: Motion to approve the reconciliation of the cost-sharing agreement with Waterdam Galley LLC for the replacement of segments of Giant Oaks interceptor.

Moved by Mr. Wells, Seconded by Mrs. Kaminsky

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

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

Mr. Jenkins indicated a resolution is required for the ALCOSAN grant application submission and recommended approval of the resolution. The resolution indicated any funding awarded will be allocated exclusively for the Joint Sealing of Sanitary Sewers and Trenchless Sanitary Sewer Partial Pipe Length Repair project for the Marella Manor area, and commits \$50,000 of Authority funds to be allocated towards the project.

Motion: To amended June's Agenda to include consideration for the resolution required for the ALCOSAN Grow Greener grant application.

Moved by Mr. Wells, Seconded by Mrs. Kaminsky

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

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

Motion: To approve Resolution 03-06-24 For Allegheny County Sanitary Authority (Alcosan) Green Revitalization of our Waterways (Grow) Grant Funding Application

Moved by Mrs. Kaminsky, Seconded by Mr. Wells

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

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

Mr. Jenkins reported the Brush Run WPCP control panel associated with the submersible RAS wet well pumps is over 37 years old and budgeted for replacement. One of the RAS pumps is original (1995) old and has reached the end of its useful life. GHD provided a proposal for design and bidding assistance. Management recommended approval of proposal.

Motion: Approval of GHD's Proposal for the design and bidding of the Brush Run RAS Control System project for a not to exceed amount of \$39,000.

Moved by Mr. Wells, Seconded by Mrs. Kaminsky

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

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

OPERATIONS MANAGER'S REPORT: Copy on File

Mr. Chucuddy reported the Donaldson Crossroads NPDES Permit will expire August 31, 2025. Renewal applications are due six months prior to expiration and the wet testing has commenced. Mr. Chucuddy recommended approval of GHD's proposal for assistance with the renewal.

Motion: Approval of GHD's Proposal for the assistance with the Donaldson Crossroads NPDES Permit Renewal Application for a not to exceed amount of \$17,000.

Moved by Mr. Wells, Seconded by Mrs. Kaminsky

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

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

Mr. Chucuddy reported the status of vestibule project at the administrative office. The contract was awarded to Advanced Basement Solutions. After their evaluation they are unable to complete the project under the current contract using push piers. They recommended helical piers which they do not do and gave us 2 firms to contact. Only one of the two responded, one of the original bidders proposed helical piers

and is will to complete the project.

Motion: To terminate contract with Advanced Basement Solutions and to award contract to Keystone Basement Systems for the office vestibule stabilize project utilizing helical piers for a lump sum amount of \$20,149.52.

Moved by Mrs. Kaminsky, Seconded by Mr. Wells

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

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

FINANCIAL CONTROLLER'S REPORT: Copy on File

FINANCIAL STATEMENT REVIEW: Month ending May 31, 2024.

PAYMENT OF BILLS & REQUISITIONS: Copy on File

Motion: To approve disbursements in the amount of \$415,075.19 from the following funds:

Moved by Mrs. Kaminsky, Seconded by Mr. Wells

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

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

| Fund | Disbursement | Total |
|------------------------------|--|--------------|
| Operating | Checks and ACH | \$115,520.18 |
| Payroll | Transfer from Operating to Payroll fund | \$80,000.00 |
| Developer Fund | Checks & Operating Fund Reimbursement | \$106,147.46 |
| CFS Capital Improvement Fund | Requisition 2024-3 | \$36,140.16 |
| Penn Vest | Penn Vest Payment – Ivy Lane Sewer Ext. 2005 Debt Payment, DC WWTP 2016, DC Interceptor 2019 | \$77,267.39 |
| | Total | \$415,075.19 |

OTHER BUSINESS:

Motion: To enter into Executive Session at 7:46 p.m. to discuss personnel.

Moved by Mrs. Kaminsky, Seconded by Mr. Wells

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

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

Executive Session Ended 8:22 p.m.

Motion: To adjourn the Board Meeting at 8:22 p.m.

Moved by Mr. Wells, Seconded by Mr. Kaminsky

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

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

Respectfully Submitted,

Patricia L. Mowry

MOTIONS SUMMARY

| MOTION NO. | MOVED | SECOND | MOTION SUMMARY TABLE | VOTE |
|-------------------|--------------|---------------|---|-------------|
| 1 | Wells | Kaminsky | To approve the minutes of the May 8, 2024 Board Meeting. | Approved |
| 2 | Kaminsky | Wells | To accept the 2023 Audit Report. | Approved |
| 3 | Wells | Kaminsky | To approve HRG service order for assistance with GROW application | Approved |
| 4 | Wells | Kaminsky | To approve the reconciliation of the cost sharing agreement with Waterdam Galley LLC. | Approved |
| 5 | Wells | Kaminsky | Motion to amend agenda to include GROW grant resolution. | Approved |
| 6 | Kaminsky | Wells | To approve adopt resolution 03-06-24 Grow Grant. | Approved |
| 7 | Wells | Kaminsky | To approve GHD's proposal for the design of the BR RAS Control Panel. | Approved |
| 8 | Wells | Kaminsky | To approve GHD's Proposal for the DC NPDES Permit Application. | Approved |
| 9 | Kaminsky | Wells | To terminate contract with Advance Basement Systems and award to Keystone Basement Systems. | Approved |
| 10 | Kaminsky | Wells | To approve disbursements in the amount of \$415,075.19. | Approved |
| 11 | Kaminsky | Wells | To enter into Executive Session at 7:46 p.m. to discuss personnel. | Approved |
| 12 | Wells | Kaminsky | To adjourn the Board Meeting at 8:22 p.m. | Approved |