



PETERS TOWNSHIP SANITARY AUTHORITY

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

www.ptsaonline.org

AGENDA

REGULAR MEETING

February 12, 2020

ROLL CALL:

MINUTES FOR APPROVAL: Minutes of January 8, 2020

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 January 31, 2020

PAYMENT OF BILLS & REQUISITIONS:

OTHER BUSINESS:

1. Approval of HRG Service Order for Sugarbrooke Plan of Lots

ADJOURNMENT:



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REGULAR MEETING

February 12, 2020

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, and Rebecca W. Kaminsky.
Absent from Meeting: David G. Blazek.

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

APPROVAL OF MINUTES:

Motion: To approve the minutes of the January 8, 2020 Board Meeting.

Moved by Mrs. Kaminsky, Seconded by Mr. Burns

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

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

VISITORS: No visitors present.

SOLICITOR'S REPORT: Copy on File.

Mr. Boring reported the Deerfield Manor transfer agreement is still being circulated. Original copies will be returned once fully executed.

Mr. Boring reported the administrative handbook updates are completed, and it will be distributed to the Board and Management for comment.

Mr. Boring reported another meeting was held with the Waters of McMurray to review and clarify the tapping fee calculation for the mixed use facility being constructed. The Authority reiterated to the Waters' representatives that the Authority applied the tap fee calculation in accordance with its rules and regulations, and similar to other communities.

ENGINEER'S REPORT: Copy on file.

Mr. Hanley reported the status of the Conveyance System Improvements Projects. All sewer work is completed and in service. The remaining task is restoration, which is weather dependent. Mr. Hanley presented a Change Order No. 6 for the revised sewer alignment and installation for the conflicts with the storm sewer located within Waterside Drive, and for seven additional days which will revise the substantial completion date from January 18 to January 25, 2020. Mr. Hanley recommended payment to A. Merante Contracting for pay application No.7 as listed on the requisition.

Motion: To approve Contract General 2019-1 Change Order No. 6 for A. Merante Contracting Inc. for the revised sewer alignment and installation for the conflicts with the storm sewer located within Waterside Drive, and for seven additional days. The total change order is an increase to the contract in the amount of \$31,974.90.

Moved by Mr. Banaszak, Seconded by Mrs. Kaminsky

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

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

Mr. Hanley reported the status of the Hidden Brook portion of the project. The startup has occurred; however, the training with staff is scheduled for next week. Once training is completed the pump station and sewers will be placed in service.

Enoch E. Jenkins, Manager

Mark A. Chucuddy, Operation Manager

Patricia L. Mowry, Financial Controller

Donna L. LaManna, Billing Specialist

Patricia A. Cody, Administrative Assistant

Mr. Hanley reported the status of the Stonehenge Truck Sewer project. Mr. Hanley recommended award and authorization for the Chairman to execute the contracts.

Motion: To award the Stonehenge Truck Sewer project Contract 2020-01 to J.S. Bova Excavation LLC for the Stonehenge Truck Sewer project in the amount of \$703,848.

Moved by Mr. Banaszak, Seconded by Mr. Burns

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

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

Mr. Hanley reported the status of the Piney Fork 537 Plan update. The plan is fifty percent complete. HRG and Management had a meeting with Bethel Park Municipal Authority to request their ability to receive flows from the watershed. The plan will be on hold until a response is received from Bethel Park.

Mr. Hanley reported HRG will be performing the engineering for the Sugar Brooke Plan of Lots and the Lutz Farm developments. All engineering fees are paid by the developers. He presented the service orders for both developments.

Motion: To approve HRG'S Service Order 0451 for the Sugar Brooke Plan of Lots engineering services billed as time and materials: Design review- \$3,000; Construction administrations - \$3,000; Resident project representative - \$32,000; As-Built drawings - \$4,000.

Moved by Mrs. Kaminsky, Seconded by Mr. Banaszak

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

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

Motion: To approve HRG'S Service Order 0452 for the Lutz Farms engineering services billed as time and materials: Design review- \$3,500; Construction administrations - \$3,500; Resident project representative - \$36,000; As-Built drawings - \$5,000.

Moved by Mr. Banaszak, Seconded by Mr. Burns

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

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

MANAGER'S REPORT: Copy on file.

Mr. Jenkins reported on the status of the reimbursement from the Pennsylvania American Water Company (PAWC) for the mismarked, or lack of utility marking under the PA One Call requirements on the Oakwood Road section of the Conveyance System project. Mr. Jenkins has filed an Alleged Violation Report with the PUC in June 2019. A letter and invoice for \$41,000 was submitted to PAWC for the Authority's staff costs as well as cost incurred by the Contractor. Management will forward the matter to the Solicitor if not resolved in a timely manner.

Mr. Jenkins reported on the BR WPCP Ultraviolet Violet disinfection and Phosphorus removal Upgrades. The project is still on schedule. During the 90% design review with staff and management, GHD evaluated alternatives and made redesigned changes in order to accommodate the requested maintenance flexibility of cleaning the UV effluent channel. GHD will present a request for additional design engineering fees associated with the changes. The PaDEP will require an amendment to the approved water quality permit. They indicated that task will not delay the proposed schedule at this time. .

Mr. Jenkins recommended the Authority hire a seasonal part-time maintenance employee for the months of May through August. The Board concurred.

OPERATIONS MANAGER'S REPORT: Copy of File

Mr. Chucuddy reported the status of the Juniper Woods development. The Developer divided the project into two phases in order to accommodate for the re-design of the upper portion. Mr. Chucuddy

recommended approving for use the sewers installed to date.

Motion: To approve for use of the sewers installed to date for the Phase 1 Juniper Woods development.

Moved by Mrs. Kaminsky, Seconded by Mr. Burns

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

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

CORRESPONDENCE FOR THE BOARD'S INFORMATION: Copy on File

FINANCIAL CONTROLLER'S REPORT: Copy on File

Ms. Mowry reported the financial audit has begun. The Auditors will be in the office the week of the February 17, 2020.

Ms. Mowry presented the 2019 operating budget reconciliation. The year finished with a surplus of \$131,844. The surplus was a result of several major factors: the maintenance employee retired earlier than anticipated, the expenses for the new Donaldson's treatment plant were under budget, the collection relining project was under budget, and the interest payments for the conveyance system project were capitalized. The recommendation was to transfer the surplus of \$130,000, and the \$220,000 from the budgeted equipment replacement allowance.

FINANCIAL STATEMENT REVIEW: Month ending January 31, 2020.

PAYMENT OF BILLS & REQUISITIONS: Copy on File

Motion: To approve disbursements in the amount of \$797,338.30 from the following funds:

Moved by Mrs. Kaminsky, Seconded by Mr. Burns

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

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

Fund	Disbursement	Total
Operating	Checks: 5351 through 5410 and ACH	\$95,084.97
Revenue	Quarterly Debt Payment Transfer	\$74,698.53
Revenue	Annual Transfer Surplus and Equipment Replacement Allowance	\$350,000
Payroll	Transfer from Operating to Payroll fund	\$80,000.00
CFS Bank Loan	Valley View Sewer Ext/Dewatering	\$8,941.33
Developer Fund	Checks 1048 & Operating Fund Reimbursement	\$15,310.13
CFS Capital Improvement Fund	Requisition 2020-1	\$62,618.11
Penn Vest	Penn Vest Payment – Ivy Lane Sewer Ext. 2004 Debt Payment	\$2,199.93
PV Request	PV Loan Draw –Conveyance System Project	\$330,264.05
	Total	\$1,019,117.05

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OTHER BUSINESS:

Motion: To adjourn the Board Meeting at 7:30 p.m.
Moved by Mr. Banaszak, Seconded by Mrs. Kaminsky
Vote: Motion carried by unanimous vote (summary: Yes = 4)
Yes: Eric S. Grimm, Robert L. Burns, John A. Banaszak, and Rebecca W. Kaminsky

Respectfully Submitted,
Patricia L Mowry

MOTIONS SUMMARY

MOTION NO.	MOVED	SECOND	MOTION SUMMARY TABLE	VOTE
1	Kaminsky	Burns	To approve the minutes of the January 8, 2020 Board Meeting.	Approved
2	Banaszak	Kaminsky	To approve Contract General 2019-1 Change Order No. 6 for A. Merante Contracting Inc. for the revised sewer alignment and installation for the conflicts with the storm sewer located within Waterside Drive, and for seven additional days. The total change order is an increase to the contract in the amount of \$31,974.90.	Approved
3	Banaszak	Burns	To award the Stonehenge Truck Sewer project Contract 2020-01 to J.S. Bova Excavation LLC for the Stonehenge Truck Sewer project in the amount of \$703,848.	Approved
4	Kaminsky	Banaszak	To approve HRG'S Service Order 0451 for the Sugar Brooke Plan of Lots engineering services billed as time and materials: Design review- \$3,000; Construction administrations - \$3,000; Resident project representative - \$32,000; As-Built drawings - \$4,000.	Approved
5	Banaszak	Burns	To approve HRG'S Service Order 0452 for the Lutz Farms engineering services billed as time and materials: Design review- \$3,500; Construction administrations - \$3,500; Resident project representative - \$36,000; As-Built drawings - \$5,000.	Approved
6	Kaminsky	Burns	To approve for use of the sewers installed to date for the Phase 1 Juniper Woods development.	Approved
7	Kaminsky	Burns	To approve disbursements in the amount of \$797,338.30.	Approved
8	Banaszak	Kaminsky	To adjourn the Board Meeting at 7:30 p.m.	Approved