



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 10, 2021

ROLL CALL:

MINUTES FOR APPROVAL: Minutes of January 13, 2021

VISITORS: Sean Garin, Dinsmore & Shohl LLP • Legal Bond Counsel

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, 2021

PAYMENT OF BILLS & REQUISITIONS:

OTHER BUSINESS:

- 1. Adopt resolution issuance of its proposed Sewer Revenue Bonds, Series of 2021 for refunding and capital purposes.**
- 2. Acceptance of proposed sewage flows of 400 GPD (1 EDU) from Schwotzer Subdivision Plan #1**
- 3. Award of Contract PTSA-1-2021, Joint Sealing of Sanitary Sewers and Trenchless Sanitary Sewer Partial Length Repair**
- 4. Acceptance of Juniper Woods Phase 2 Sanitary Sewers for ownership, pending successful completion of the punch list items.**
- 5. Approve HRG Service order for Marella Manor C.O.A. Negotiations, NTE \$5,000**
- 6. Executive Session to discuss personnel**

ADJOURNMENT:



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REGULAR MEETING

February 10, 2021

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

Absent from the meeting: Eric S. Grimm

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

Absent from the meeting: Mark A. Chucuddy, Operations Manager

APPROVAL OF MINUTES:

Motion: To approve the minutes of the January 10, 2021 Board Meeting.

Moved by Mrs. Kaminsky, Seconded by Mr. Wells

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

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

VISITORS:

1. Sean Garin, Dinsmore & Shohl LLP • Legal Bond Counsel

Mr. Garin presented the overview of the process for the issuance of the upcoming bond refunding, and presented the resolution authorizing the purchase of the bonds. The bonds will be sold the first week of March, with the settlement to occur beginning of April.

Motion: Adopt Resolution 02-02-21 Authorizing the Issuance of Sewer Revenue Bonds, Series of 2021 for Refunding and Capital Purposes.

Moved by Mrs. Kaminsky, Seconded by Mr. Wells

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

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

SOLICITOR'S REPORT: Copy on File.

ENGINEER'S REPORT: Copy on file.

Mr. Hanley reported the draft of the annual PADEP Chapter 94 reports was submitted to Management for their review. The reports will be submitted by the March 31 deadline.

Mr. Hanley reported the status of the Piney Fork 537 Plan. To confirm access to the proposed location of the pump station HRG will submit a low volume PENNDOT driveway permit application. After the permit is issued the sub division process will continue.

Mr. Hanley will be assisting Management with development of correspondence to DEP to establish the Authority's position to be excluded from the ALCOSAN Marella Manor COA. Mr. Hanley presented the service order to work with management on potential solutions and the report.

Motion: To approve Service Order 0456.01 assistance with the ALCOSAN Marella Manor COA for a not to exceed amount of \$5,000.

Moved by Mrs. Kaminsky, Seconded by Mr. Wells

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

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

MANAGER'S REPORT: Copy on file.

Mr. Jenkins reported on the status of the Rolling Hills Park MOU with the Township. The MOU is under review by the Township, and easements are prepared.

Mr. Jenkins reported on the status of the BR WPCP Ultraviolet Disinfection and Phosphorus Removal Upgrades Project. The project is progressing, and on schedule.

Mr. Jenkins reported on the status of the Brush Run WPCP capacity rerate. GHD is seeking to schedule a meeting with PaDEP for a pre application meeting.

Mr. Jenkins reported one of the field staff will be retiring in April. Management is in the process of advertising for the position

Mr. Jenkins presented the Operations Manager report. .

Mr. Jenkins reported the status of the 2021 sewer rehabilitation grouting project. The bid tabulation was distributed and the recommendation was to award the contract to the low bidder for a two year contract in the amount of \$257,633.75. The budget was \$250,699.

Motion: To award contract PTSA-1-2021 to State Pipe Services for Joint Sealing of Sanitary and Trenchless Sanitary Sewer Partial Length Repair in the amount of \$257,633.75 for the two year contract.

Moved by Mr. Wells, Seconded by Mr. Banaszak

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

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

Mr. Jenkins reported the status of the Juniper Woods Phase 2, and recommended acceptance of the sanitary sewers for ownership.

Motion: To accept Juniper Woods Phase 2 sanitary sewers for ownership, contingent upon a final inspection by the Authority.

Moved by Mrs. Kaminsky, Seconded by Mr. Wells

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

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

Mr. Jenkins reported on the Schwotzer subdivision. This subdivision will create one new lot at the end of Pleasantview Drive. The service will be provided to the proposed existing home via a grinder pump.

Motion: To accept the proposed sewage flows of 400 GPD's. 1 EDU into the Brush Run system from the Schwotzer subdivision.

Moved by Mr. Banaszak, Seconded by Mrs. Kaminsky

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

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

Mr. Jenkins reported a PaDOT resolution will be required for the excavation of the sewer lateral for 732 E. McMurray Road, the Confluence Financial building. The sewer lateral is located within the road right of way. It was recommended to have the permit in place if any additional excavation maybe needed for the evaluation changes.

Motion: To authorize the Authority Manager to execute the PaDOT HOP permit for 732 E. McMurray Road sewer lateral repair.

Moved by Mr. Wells, Seconded by Mrs. Kaminsky

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

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

OPERATIONS MANAGER'S REPORT: Copy of File

CORRESPONDENCE FOR THE BOARD'S INFORMATION: Copy on File

FINANCIAL CONTROLLER’S REPORT: Copy on File

Ms. Mowry presented the resolution for disposal of records in compliance with the Municipal Authorities guidelines.

Motion: To adopt Resolution 03-03-21 for the disposal of 2013-2014 Checking Accounts, and 2013-2014 Check Registers, and 2019-2020 Customer Accounts Deposits

Moved by Mr. Wells, Seconded by Mrs. Kaminsky

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

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

FINANCIAL STATEMENT REVIEW: Month ending January, 2021.

PAYMENT OF BILLS & REQUISITIONS: Copy on File

Motion: To approve disbursements in the amount of \$1,673,824.75 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, John A. Banaszak, Rebecca W. Kaminsky, and Joseph A. Wells

Fund	Disbursement	Total
Operating	Checks: 6121 through 6178 and ACH	\$87,278.61
Payroll	Transfer from Operating to Payroll fund	\$80,000.00
Debt Service	Transfer from Operating to fund Debt Service Fund	\$71,812.73
CFS Capital Improvement Fund	Annual Transfer Operating Surplus	\$680,000
CFS Capital Improvement Fund	Annual Transfer Equipment Replacement Allowance	\$412,000
CFS Bank Loan	Valley View Sewer Ext/Dewatering	\$8,941.33
Developer Fund	Checks & Operating Fund Reimbursement	\$0.00
CFS Capital Improvement Fund	Requisition 2024-1	\$331,592.15
Penn Vest	Penn Vest Payment – Ivy Lane Sewer Ext. 2004 Debt Payment	\$2,199.93
PV Request	PV Loan Draw –Conveyance System Project	\$0
	Total	\$1,673,824.75

OTHER BUSINESS:

Motion: To enter into Executive Session at 7:30 p.m. to discuss personnel.

Moved by Mr. Wells Seconded by Mr. Banaszak

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

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

Executive Session Ended: 7:58 p.m.

Motion: To adjourn the Board Meeting at 7:58 p.m.

Moved by Mr. Banaszak, Seconded by Mr. Wells

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

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

Respectfully Submitted,

Patricia L Mowry

MOTIONS SUMMARY

MOTION NO.	MOVED	SECOND	MOTION SUMMARY TABLE	VOTE
1	Kaminsky	Wells	To approve the minutes of the January 10, 2021 Board Meeting.	Approved
2	Kaminsky	Wells	To adopt Resolution 02-02-21 Issuance Sewer Revenue Bonds Series 2021 Refunding & Capital Purposes	Approved
3	Kaminsky	Wells	To approve Service Order 0456.01 ALCOSAN Marella Manor COA not to exceed \$5000.00	Approved
4	Wells	Banaszak	To approve contract award PTSA-1-2021 to State Pipe Services – Joint Sealing Sanitary Trenches & Trenchless Sanitary Sewer Partial Length Repair \$257,633.75 two year contract	Approved
5	Kaminsky	Wells	To accept Juniper Woods Phase 2 Sanitary Sewers ownership contingent final inspection by Authority	Approved
6	Banaszak	Kaminsky	To accept proposed sewage flows 400 GPD's 1 EDU into Brush Run system from Schwotzer subdivision	Approved
7	Wells	Kaminsky	To authorize Authority Manager to execute PaDOT HOP Permit – 732 E McMurray Rd sewer lateral repair	Approved
8	Wells	Kaminsky	To adopt Resolution 03-03-21 the disposal of 2013-2014 Checking Accts, & 2013-2014 Check Registers & 2019-2020 Customer Acct Deposits	Approved
9	Kaminsky	Wells	To approve disbursements amount of \$1,673,824.75	Approved
10	Wells	Banaszak	Enter into Executive Session at 7:30 pm for personnel matters	Approved
11	Wells	Banaszak	To adjourn the Board Meeting at 7:58 p.m.	Approved