



PETERS TOWNSHIP SANITARY AUTHORITY

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www.ptsaonline.org

REGULAR MEETING

December 14, 2022

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

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

APPROVAL OF MINUTES:

Motion: To approve the minutes of the November 9, 2022 Board Meeting.

Moved by Mr. Burns, Seconded by Mr. Wells

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

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

VISITORS:

SOLICITOR'S REPORT: Copy on File.

ENGINEER'S REPORT: Copy on file.

Mr. Hanley reported on the Deerfield Manor/ Links View Drive project. The bid opening was December 12, 2022. There were four bids received ranging from \$88,000 - \$383,700, the budget was \$66,000. Mr. Hanley reviewed all bids, and the high bidder had a misunderstanding resulting in his high bid. There was a brief discussion regarding re-bidding. The Board concurred with Mr. Hanley's recommendation to accept of the low bid from Ligonier Construction. .

Motion: To issue Notice of Intent of Award for the Deerfield Manor /Links View Drive Pump Station Force main Contract to Ligonier Construction in the amount of \$88,000.

Moved by Mrs. Kaminsky, Seconded by Mr. Wells

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

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

MANAGERS REPORT: Copy on File

Mr. Jenkins reported on the status of the inter-municipal agreement with USC for the Deerfield Manor/ Links View Drive project. All changes have been made and resubmitted to USC for their execution.

Mr. Jenkins reported on the status of the BR WPCP Ultraviolet Disinfection and Phosphorus Removal Upgrades Project. The hoist equipment has been installed and wired. The testing and training is scheduled for December 29, 2022.

OPERATIONS MANAGER'S REPORT: Copy on File

Mr. Chucuddy reported the status of the BR Draft permit. The draft permit amendment has been published in the PA Bulletin December 3, 2022. The limits for Bromide have been removed, E.coli was not added, and there are new wet testing dilutions.

Mr. Chucuddy reported the 2022 grouting project was completed and recommended payment to the contractor, State Pipe. They will need to return to complete additional CIPP Liners.

Mr. Chucuddy reported an easement agreement increasing our existing easement could not be reached in regards to the Ward consolidation plan.

Enoch E. Jenkins, Manager

Mark A. Chucuddy, Operation Manager

Patricia L. Mowry, Financial Controller

Donna L. LaManna, Billing Specialist

Faye E. Abbondanza, Administrative Assistant

FINANCIAL CONTROLLER’S REPORT: Copy on File

Ms. Mowry presented resolutions for the CFA Grant programs. The PA H2O submittal is for the 2022 Sewer Rehabilitation Project, and the Small Sewer and Water is for the BR Water System Upgrade.

Motion: Adopt Resolution 9-12-22 H2O Grant application for the 2022 Sewer Rehabilitation Project in the amount of \$1,700,000.

Moved by Mr. Burns, Seconded by Mr. Wells

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

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

Motion: Adopt Resolution 10-12-2022 PA Small Sewer & Water Grant application for the BR Water System Upgrade Project in the amount of \$425,000.

Moved by Mrs. Kaminsky, Seconded by Mr. Wells

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

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

Ms. Mowry presented the resolution for the increase in the dye testing and claim letter fees, as presented in the 2023 budget.

Motion: Adopt Resolution 8-12-22 Adoption of Revised Schedule of Rates and Charges (Dye testing fees and Authority Claim letter fees).

Moved by Mr. Banaszak, Seconded by Mrs. Kaminsky

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

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

Ms. Mowry and Management recommended adoption of the 2023 Budget. No sewer rate increase is required for the 2023 budget year.

Motion: To adopt the 2023 Annual Operating and Capital Budget

Moved by Mr. Wells, Seconded by Mr. Burns

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

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

Ms. Mowry reported it was recommended by retirement representative to adopt the provision to allow in-service distribution in the 457 Plan at age 59 ½, opposed to the current election of 72. Once adopted it will then be consistent with the provisions of the SECURE Act of 2019.

Motion: Adopt Resolution 11-12-2022 relating to the Mission Square 457 Retirement Plan to allow In-Service withdraws at age 59 ½.

Moved by Mrs. Kaminsky, Seconded by Mr. Burns

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

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

FINANCIAL STATEMENT REVIEW: Month ending November 30, 2022.

PAYMENT OF BILLS & REQUISITIONS: Copy on File

Motion: To approve disbursements in the amount of \$342,456.09 from the following funds:

Moved by Mrs. Kaminsky, Seconded by Mr. Burns

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

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

| Fund | Disbursement | Total |
|-----------|--|--------------|
| Operating | Checks: 7740 through 7787 Void Ck and ACH | \$172,756.84 |

| | | |
|------------------------------|--|--------------|
| Payroll | Transfer from Operating to Payroll fund | \$80,000.00 |
| Developer Fund | Checks & Operating Fund Reimbursement | \$4,488.28 |
| CFS Capital Improvement Fund | Requisition 2022-11 | \$7,984.80 |
| Penn Vest | Penn Vest Payment – Ivy Lane Sewer Ext. 2005 Debt Payment, DC WWTP 2016, DC Interceptor 2019 | \$77,226.17 |
| | Total | \$342,456.09 |

OTHER BUSINESS:

Motion: To enter into Executive Session at 7:22 p.m. for personnel.

Moved by Mr. Burns, Seconded by Mr. Wells

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

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

Executive Session Ended: 7:29p.m.

Motion: To adjourn the Board Meeting at 7:30 p.m.

Moved by Mrs. Kaminsky, Seconded by Mr. Banaszak

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

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

Respectfully Submitted,

Patricia L Mowry

MOTIONS SUMMARY

| MOTION NO. | MOVED | SECOND | MOTION SUMMARY TABLE | VOTE |
|-------------------|--------------|---------------|---|-------------|
| 1 | Burns | Wells | To approve the minutes of the November 9, 2022 Board Meeting | Approved |
| 2 | Kaminsky | Wells | To issue Notice of Intent of Award for the Deerfield Manor /Links View Drive Pump Station Force main Contract to Ligonier Construction in the amount of \$88,000. | Approved |
| 3 | Burns | Wells | Adopt Resolution 9-12-22 H2O Grant application for the 2022 Sewer Rehabilitation Project in the amount of \$1,700,000. | Approved |
| 4 | Kaminsky | Wells | Adopt Resolution 10-12-2022 PA Small Sewer & Water Grant application for the BR Water System Upgrade Project in the amount of \$425,000. | Approved |
| 5 | Banaszak | Kaminsky | Adopt Resolution 8-12-22 Adoption of Revised Schedule of Rates and Charges (Dye testing fees and Authority Claim letter fees). | Approved |
| 6 | Kaminsky | Burns | Adopt Resolution 11-12-2022 relating to the Mission Square 457 Retirement Plan to allow In-Service withdraws at age 59 ½. | Approved |
| 7 | Kaminsky | Burns | To approve disbursements in the amount of \$342,456.09. | Approved |
| 8 | Burns | Wells | To enter into Executive Session at 7:22 p.m. for personnel. | Approved |
| 9 | Kaminsky | Banaszak | To adjourn the Board Meeting at 7:30 p.m. | Approved |