



# PETERS TOWNSHIP SANITARY AUTHORITY

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

[www.ptsaonline.org](http://www.ptsaonline.org)

## AGENDA

**REGULAR MEETING**

**June 14, 2023**

**ROLL CALL:**

**MINUTES FOR APPROVAL: Minutes of May 10, 2023**

**VISITORS:**

**SOLICITOR'S REPORT:**

**ENGINEER'S REPORT:**

**MANAGER'S REPORT:**

**OPERATIONS MANAGER'S REPORT:**

**FINANCIAL CONTROLLER'S REPORT:**

**FINANCIAL STATEMENT REVIEW: Month ending May 31, 2023**

**PAYMENT OF BILLS & REQUISITIONS:**

**OTHER BUSINESS:**

1. Approval of asphalt sealing quote for office, Donaldson Plant, and lift stations
2. Approval of GHD's SOA for adding RAS ventilation to the BR Non-Potable Water Project
3. Approval of HRG Service Order for Utility Coordination of PADOT E McMurray/Bebout Intersection Improvement Project
4. Approval to enter into Developers Construction Agreement with Al Neyer Inc., for Waterdam Galley Multifamily Development, pending receipt of required securities & insurance documents
5. Acceptance of proposed flows of 72,000 GPD (180 EDUs) from the Waterdam-Galley Multifamily Development
6. Approval of Amendment to Easement for 144 Marble Drive
7. Approval of Resolution 02-06-23 granting the Authority Manager authority to sign the Cost Sharing Agreement
8. Acceptance of the 2022 Annual Audit

**ADJOURNMENT:**



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## REGULAR MEETING

June 14, 2023

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, Rebecca W. Kaminsky, Joseph A. Wells, and John A. Banaszak.  
Absent from Meeting: Robert L. Burns

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 10, 2023 Board Meeting.

Moved by Mrs. Kaminsky, Seconded by Mr. Banaszak

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

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

## VISITORS:

**SOLICITOR'S REPORT:** Copy on File.

Ms. Rosini reported the status of the updates to the personnel handbook. A draft has been sent to Management for their review.

Ms. Rossi reported an outstanding issue regarding the Justabout Developer challenge of engineering fees. There has been no activity since 2021. The Developer's counsel has not followed up the Authority, and has not filed anything official with the court system. Therefore, because of the statute of limitations of one hundred days, this matter is deemed to be low probability of moving forward.

**ENGINEER'S REPORT:** Copy on file.

Mr. Hanley reported the status of the PADOT Project – E McMurray and Bebout Road Intersection Improvements. PADOT's improvement project includes the realignment of the Authority's sewer. PADOT proposed a cost sharing reimbursement agreement with a 75% PADOT and 25% Authority allocation. Their engineer will prepare the drawings, and HRG will assist the Authority throughout the process. Mr. Hanley and Management recommended approval of the PADOT's required resolution designating the Authority Manager with authority to sign the Agreement. This is the first step in the process to obtain the agreement. Management recommended approval of HRG's service order for assistance.

Motion: To adopt Resolution 02-06-23 granting the Authority Manager authority to sign the Cost Sharing Agreement with PADOT.

Moved by Mr. Banaszak, Seconded by Mrs. Kaminsky

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

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

Motion: To approve HRG's Service Order for Utility Coordination of PADOT E McMurray/Bebout Intersection Improvement Project for an amount not to exceed \$6,000.

Moved by Mrs. Kaminsky, Seconded by Mr. Wells

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

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

Mr. Hanley reported on the status of the Deerfield Manor/ Links View Drive project. The project is expected to be completed by June 30, 2023. The swap of Customers will take effect July 1, 2023.

**MANAGER'S REPORT:** Copy on file.

Mr. Jenkins reported the 2023 asphalt sealing project, which includes the office, DC Plant, and three pump stations. Three quotations were received and the lowest bid was A.G. Bevac, Inc. in the amount of \$11,110. This amount is below the capital budget of \$14,000. Management recommended approval of the quote.

Motion: To accept A.G. Bevac, Inc. bid in the amount of \$11,110 for stripping and sealing of asphalt which includes the office, DC Plant, and three pump stations parking lots and areas.

Moved by Mr. Wells, Seconded by Mr. Banaszak

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

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

Mr. Jenkins reported the status of the Brush Run WPCP Non-Potable Water System. During the design process, management has requested GHD expand the scope of the project to include the replacement of the Return Activated Sludge (RAS) wet well ventilation system along with the HVAC upgrades scheduled for the pump gallery. The existing RAS well ventilation system is severely deteriorated and not operational, creating an unsafe environment for staff working in the RAS well. GHD has prepared an amendment to the existing Service Order for the additional RAS wet well ventilation system replacement design. Management requests Board authorization for the GHD Service Order Amendment in the amount not to exceed \$14,000.

Motion: To approve GHD's service order amendment to include the RAS ventilation system for an amount not to exceed \$14,000.

Moved by Mrs. Kaminsky, Seconded by Mr. Wells

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

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

Mr. Jenkins reported on the status of the Waterdam Galley Multifamily development. The draft cost sharing developer's agreement was distributed. The cost sharing is a fifty-fifty percent split. The developer will be reimbursed by tapping fee credits for the Authority's share of the construction, and the Authority will pay the engineering fees directly. The Developer has made a request to obtain sewer tapping permits prior to the construction of the Authority's sewer line replacement. Management will continue to work with the Solicitor, Engineer, and Developer to incorporate language regarding request and a construction time frame. However, in order to proceed with the agreement the PaDEP has to provide an exemption for a water quality management permit, and the Waterdam developer will need to apply for sewage facilities planning exemption. Mr. Hanley has been in contact with the PaDEP, and awaiting their response regarding the need for a WQM permit. Management recommended entering into the Developers Construction Agreement/Cost Sharing agreement and the acceptance of the sewage flows.

Motion: To accept the proposed flows of 72,000 GPD (180 EDUs) from the Waterdam-Galley Multifamily Development.

Moved by Mr. Banaszak, Seconded by Mr. Wells

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

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

Motion: To enter into the Developers Construction Agreement/Cost Sharing agreement with Al Neyer Inc., for Waterdam Galley Multifamily Development, pending final Solicitor approval and receipt of required securities & insurance documents.

Moved by Mrs. Kaminsky, Seconded by Mr. Wells

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

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

Mr. Jenkins reported as part of the Crestview Acres Sewer Replacement property owners at 144 Marble Drive requested an amendment to the current easement agreement to allow them to construct their new pool within the current easement while agreeing to indemnify the Authority of all liability resulting from the encroachment. The current easement will be vacated upon completion of the sewer replacement project. Management recommended approval.

Motion: To approve amendment to the easement for 144 Marble Drive.

Moved by Mrs. Kaminsky, Seconded by Mr. Banaszak

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

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

**OPERATIONS MANAGER’S REPORT:** Copy on File

Mr. Chucuddy reported the annual wet testing will be completed at both treatment facilities this week.

Mr. Chucuddy reported the Sugarbrooke Plan developer has submitted all required items for project closeout. The date for acceptance of ownership by PTSA is June 15, 2023. The 18-month maintenance period will expire December 15, 2024.

Mr. Chucuddy gave an update on several of the stagnant projects contained in his report. Several will be removed going forward.

Mr. Chucuddy provided an update on several of the maintenance projects taking place at both facilities.

**FINANCIAL CONTROLLER’S REPORT:** Copy on File

Ms. Mowry distributed the draft 2022 audit. The Auditors requested acceptance of the audit and they will issue the final audit for next meeting.

Motion: To accept 2022 Financial Audit report as prepared by Guthrie Belczyk & Associates P.C.

Moved by Mr. Wells, Seconded by Mr. Banaszak

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

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

**FINANCIAL STATEMENT REVIEW:** Month ending May 2023.

**PAYMENT OF BILLS & REQUISITIONS:** Copy on File

Motion: To approve disbursements in the amount of \$301,405.58 from the following funds:

Moved by Mrs. Kaminsky, Seconded by Mr. Wells

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

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

<b>Fund</b>	<b>Disbursement</b>	<b>Total</b>
Operating	Checks: 7906 through 7219 Void Ck and ACH	\$97,414.52
Payroll	Transfer from Operating to Payroll fund	\$80,000.00
Developer Fund	Checks & Operating Fund Reimbursement	\$26,915.88
CFS Capital Improvement Fund	Requisition 2023-4	\$19,849.01

Penn Vest	Penn Vest Payment – Ivy Lane Sewer Ext. 2005 Debt Payment, DC WWTP 2016, DC Interceptor 2019	\$77,226.17
	Total	\$301,405.58

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

Respectfully Submitted,

Patricia L Mowry

## MOTIONS SUMMARY

<b>MOTION NO.</b>	<b>MOVED</b>	<b>SECOND</b>	<b>MOTION SUMMARY TABLE</b>	<b>VOTE</b>
1	Kaminsky	Banaszak	To approve the minutes of the May 10, 2023 Board Meeting.	Approved
2	Banaszak	Kaminsky	To adopt Resolution 02-06-23 granting the Authority Manager authority to sign the Cost Sharing Agreement with PADOT.	Approved
3	Kaminsky	Wells	To approve HRG's Service Order for Utility Coordination of PADOT E McMurray/Bebout Intersection Improvement Project.	Approved
4	Wells	Banaszak	To accept A.G. Bevac, Inc. bid in the amount of \$11,110 for stripping and sealing of asphalt which includes the office, DC Plant, and three pump stations parking lots and areas.	Approved
5	Kaminsky	Wells	To approve GHD's service order amendment to include the RAS ventilation system.	Approved
6	Banaszak	Wells	To accept the proposed flows of 72,000 GPD (180 EDUs) from the Waterdam-Galley Multifamily Development.	Approved
7	Kaminsky	Wells	To enter into the Developers Construction Agreement/Cost Sharing agreement with AI Neyer Inc., for Waterdam Galley Multifamily Development, pending final Solicitor approval and receipt of required securities & insurance documents.	Approved
8	Kaminsky	Banaszak	To approve amendment to the easement for 144 Marble Drive.	Approved
9	Wells	Banaszak	To accept 2022 Financial Audit report as prepared by Guthrie Belczyk & Associates P.C.	Approved
10	Kaminsky	Wells	To approve disbursements in the amount of \$301,405.58.	Approved
11	Banaszak	Kaminsky	To adjourn the Board Meeting at 7:30 p.m.	Approved