



PETERS TOWNSHIP SANITARY AUTHORITY

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

www.ptsaonline.org

AGENDA

REGULAR MEETING

July 13, 2022

ROLL CALL:

MINUTES FOR APPROVAL: Minutes of June 8, 2022

VISITORS: Scott Crosswell, GHD

SOLICITOR'S REPORT:

ENGINEER'S REPORT:

MANAGER'S REPORT:

OPERATIONS MANAGER'S REPORT:

FINANCIAL CONTROLLER'S REPORT:

FINANCIAL STATEMENT REVIEW: Month ending June 30, 2022

PAYMENT OF BILLS & REQUISITIONS:

OTHER BUSINESS:

- 1) Acceptance of Proposed sewage flow of 1200 GPD (3 EDUs) from the Equine Estates Plan of Lots.
- 2) Approval to enter into Developer's Construction Agreement with Mike McCrobie for the McCrobie Plan of lots contingent upon receipt of financial securities and SFP approval.
- 3) Acceptance of Proposed sewage flow of 2400 GPD (6 EDUs) from the Fife Farm Plan No. 5
- 4) Acceptance of HRG Service Order for design review, construction administration, construction observation and as-builts associated with the Fife Farm Plan No.5 sanitary sewer extension
- 5) Acceptance of 2021 Audit

ADJOURNMENT:



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REGULAR MEETING

July 13, 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 Hanley P.E., HRG Engineers Inc.

APPROVAL OF MINUTES:

Motion: To approve the minutes of the June 8, 2022 Board Meeting.

Moved by Mrs. Kaminsky, Seconded by Mr. Banaszak

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

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

VISITORS:

1. Scott Croswell – GHD project engineer

RE: GHD's request for additional construction phase services for the BR WPCP Ultraviolet Disinfection and Phosphorus Removal Upgrades Project

Mr. Croswell distributed a memo and provided a detailed overview of the request for additional engineering services that were performed from July 2021 and October 2021. The project took three months longer to complete than projected. Mr. Croswell detailed the tasks that the additional time was expended on and requested approval of the \$29,792 for the services performed and to completed the as-built drawings.

Motion: To enter into Executive Session at 7:20 p.m. to discuss personnel and litigation matters.

Moved by Mr. Burns, Seconded by Mr. Wells

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

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

Executive Session Ended: 7:52p.m.

Motion: To approve GHD's request for additional construction phase services for the BR WPCP Ultraviolet Disinfection and Phosphorus Removal Upgrades Project in the amount of \$29,792.

Moved by Mr. Wells, Seconded by Mr. Banaszak

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

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

SOLICITOR'S REPORT: Copy on File.

Mr. Boring reported the status of the Deerfield Manor MOU agreement with USC. He is reviewing the draft and should have completed by the next meeting.

ENGINEER'S REPORT: Copy on file.

Mr. Hanley reported the status of the 2022 Sewer Infrastructure Rehabilitation Project. The various segments which will require upsizing have been reviewed with staff for Lower Valley Brook (Lower & Upper Pelipetz) Interceptor Augmentation. The focus now is on permitting. The Crestview Acres Sewer Replacement preliminary review with staff and in the field has been completed. There are multiple utility conflicts that will need to be resolved with each utility company before design is revised.

MANAGER'S REPORT: Copy on file.

Mr. Jenkins reported the status of the Fife Farm Plan No. 5. This is a proposed subdivision of an existing 13 acre parcel being subdivided into 7 lots located on Fife Farm Lane, with one existing structure currently served. Mr. Jenkins recommended acceptance of the sewage flows and HRG's service order to perform engineering services.

Motion: To accept proposed sewage flows of 2400 GPD (6 EDUs) from Fife Farm Plan No. 5.

Moved by Mr. Burns, Seconded by Mr. Wells

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

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

Motion: To accept HRG's Service Order 6966.0461 for the engineering services related to the Fife Farms Plan No. 5, for design review estimated at \$2,500, Construction Administration estimated at \$2,000, Construction Observation estimated at \$14,000, and for As-Built drawings estimated at \$3,000, for a total estimate of \$21,500.

Moved by Mr. Burns, Seconded by Mrs. Kaminsky (Yes = 5)

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

OPERATIONS MANAGER'S REPORT: Copy on File

Mr. Chucuddy reported on the status of the McCrobie Plan of Lots. This plan is located at 475 Bower Hill Road and is a 10 acre site being subdivided into 3 lots. Mr. Chucuddy recommended entering into a Developer's Agreement with Developer.

Motion: To enter into Developer's Construction Agreement with Mike McCrobie for the McCrobie Plan of Lots contingent on receipt of the required financial securities and SFP approval.

Moved by Mr. Banaszak, Seconded by Mr. Wells

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

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

Mr. Chucuddy reported the status of the Equine Estates, this is a located along Thompsonville Road and is three existing lots that will become six revised lots. Mr. Chucuddy recommended acceptance of the sewage flows.

Motion: To accept proposed sewage flows of 1200 GPD (3 EDUs) from Equine Estates.

Moved by Mrs. Kaminsky, Seconded by Mr. Wells

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

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

FINANCIAL CONTROLLER'S REPORT: Copy on File

Ms. Mowry reported the 2021 Audit was completed and recommended acceptance of the 2021 Audit.

Motion: To accept the 2021 Audited Financial Statements as prepared by Guthrie, Belczyk & Associates.

Moved by Mrs. Kaminsky, Seconded by Mr. Wells

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

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

FINANCIAL STATEMENT REVIEW: Month ending June 30, 2022.

PAYMENT OF BILLS & REQUISITIONS: Copy on File

Motion: To approve disbursements in the amount of \$957,780.61 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, Rebecca W. Kaminsky, Robert L. Burns, John A. Banaszak, and Joseph A. Wells

Fund	Disbursement	Total
Operating	Checks: 7501 through 7560 Void Ck and ACH	\$84,110.56
Payroll	Transfer from Operating to Payroll fund	\$80,000.00
Developer Fund	Checks & Operating Fund Reimbursement	\$4,967.50
CFS Capital Improvement Fund	Requisition 2022-6	\$711,476.38
Penn Vest	Penn Vest Payment – Ivy Lane Sewer Ext. 2005 Debt Payment, DC WWTP 2016, DC Interceptor 2019	\$77,226.17
	Total	\$957,780.61

OTHER BUSINESS:

Motion: To adjourn the Board Meeting at 8.08 p.m.

Moved by Mr. Banaszak, Seconded by Mrs. Kaminsky

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

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

Respectfully Submitted,

Patricia L Mowry

MOTIONS SUMMARY

MOTION NO.	MOVED	SECOND	MOTION SUMMARY TABLE	VOTE
1	Kaminsky	Banaszak	To approve the minutes of the June 8, 2022 Board Meeting.	Approved
2	Burns	Wells	To enter into Executive Session at 7:20 p.m. to discuss personnel and litigation matters.	Approved
3	Wells	Banaszak	To approve GHD's request for additional construction phase services for the BR WPCP Ultraviolet Disinfection and Phosphorus Removal Upgrades Project.	Approved
4	Burns	Wells	To accept proposed sewage flows of 2400 GPD (6 EDUs) from Equine Estates.	Approved
5	Burns	Kaminsky	To accept HRG's Service Order 6966.0461 for the engineering services related to the Fife Farms Plan No. 5.	Approved
6	Banaszak	Wells	To enter into Developer's Construction Agreement with Mike McCrobie for the McCrobie Plan of Lots contingent on receipt of the required financial securities and SFP approval.	Approved
7	Kaminsky	Wells	To accept proposed sewage flows of 1200 GPD (3 EDUs) from Equine Estates.	Approved
8	Kaminsky	Wells	To accept the 2021 Audited Financial Statements as prepared by Guthrie, Belczyk & Associates.	Approved
9	Kaminsky	Burns	To approve disbursements in the amount of \$957,780.61.	Approved
10	Banaszak	Kaminsky	To adjourn the Board Meeting at 8.08 p.m.	Approved