



# 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**

**January 10, 2024**

**ROLL CALL:**

**REORGANIZATION OF THE BOARD:**

**MINUTES FOR APPROVAL: Minutes of December 13, 2023**

**VISITORS:**

**SOLICITOR'S REPORT:**

**ENGINEER'S REPORT:**

**MANAGER'S REPORT:**

**OPERATIONS MANAGER'S REPORT:**

**FINANCIAL CONTROLLER'S REPORT:**

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

**PAYMENT OF BILLS & REQUISITIONS:**

**OTHER BUSINESS:**

- 1) Adopt Resolution for Potential Condemnation Proceedings for 2024 Sewer Infrastructure Rehabilitation Project (Crestview Acres)
- 2) Executive Session – Property Related Issue
- 3) Approval/Execution of Easement with DSR Properties (205 E McMurray Rd.)

**ADJOURNMENT:**



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## REGULAR MEETING

January 10, 2024

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, Rebecca W. Kaminsky, and Joseph A. Wells

Absent from meeting: John A. Banaszak

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.

### REORGANIZATION OF THE BOARD:

Motion: To appoint Mr. Wells as the Temporary Chair.

Moved by Mrs. Kaminsky, Seconded by Mr. Burns

Vote: Motion carried by unanimous vote (summary: Yes = 3)

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

Motion: For a reorganization of Officers: Chairman – Robert L. Burns; Vice-Chairman Joseph A. Wells; Secretary - John A. Banaszak; Treasurer - Rebecca W. Kaminsky; Assistant Secretary/Treasurer – Vacant

Moved by Mrs. Kaminsky, Seconded by Mr. Wells

Vote: Motion carried by unanimous vote (summary: Yes = 3)

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

Motion: To appoint all professionals, Gaitens, Tucceri & Nicholas, P.C. as the Solicitor, HRG Engineers Inc. as the Consulting Engineer, Guthrie, Belczyk & Associates, P.C, as the Auditor, CFS Bank as the Depository, designation of the Official Newspapers as the Observer Reporter, and Post-Gazette, and Board meeting dates were set for the 2<sup>nd</sup> and 4<sup>th</sup> Wednesday of every month at 7:00 p.m., located in the lower level of the Authority's business office.

Moved by Mrs. Kaminsky, Seconded by Mr. Wells

Vote: Motion carried by unanimous vote (summary: Yes = 3)

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

### APPROVAL OF MINUTES:

Motion: To approve the minutes of the December 14, 2022 Board Meeting.

Moved by Mrs. Kaminsky, Seconded by Mr. Wells

Vote: Motion carried by unanimous vote (summary: Yes = 3)

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

**VISITORS:** None.

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

Ms. Rossi reported all comments have been incorporated into the employee handbook and it has been distributed for final review. The handbook will be on the February agenda for approval.

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

Mr. Hanley reported the bidding thresholds were increased for 2024. The new limits are contracts or purchases under \$12,600 require no formal bidding; \$12,600- \$23,200 require three written or telephone proposals; over \$23,200 require formal bidding process and public notice.

Mr. Hanley reported the status of the 2022 Sewer Infrastructure Rehabilitation Project. The last permit, the water quality permit was received and only one easement is outstanding. The project is expected to be bid beginning of February with award for the March meeting. Mr. Hanley presented the proposal for bidding phase services in the amount of \$12,000. Mr. Jenkins recommended approval.

Motion: To approve HRG's Task Order No. 0450.04 for Bidding Phase Services for the 2022 Sewer Infrastructure Rehabilitation Project for the lump sum of \$12,000

Moved by Mrs. Kaminsky, Seconded by Mr. Wells

Vote: Motion carried by unanimous vote (summary: Yes = 3)

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

Motion: To adopt Resolution No. 01-01-24 for potential condemnation of the proceedings for outstanding easement on the 2024 Sewer Infrastructure Rehabilitation Project (Crestview Acres)

Moved by Mrs. Kaminsky, Seconded by Mr. Wells

Vote: Motion carried by unanimous vote (summary: Yes = 3)

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

Mr. Hanley reported the status of the Waterdam Galley Multifamily development. The contractor will be installing the Authority's sewer by the end of January.

Mr. Hanley reported they commenced work of the annual Waste Load Management reports (Chapter 94) for both the treatment plants. The reports are due to the PADEP by March 31.

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

Mr. Jenkins reported the status of Fife Farms Plan No.5 sewer extension. The contractor stopped working and this project and it will be delayed.

Mr. Jenkins reported the status PADEP Consent Order Agreement (COA) – Marella Manor. The Authority staff conducted wet-weather investigation on December 28, 2023 and January 10, 2024. Management will prepare and submit the annual report to PADEP by the end of January 2024. The report will include any recommendations for improvements.

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

Mr. Chucuddy reported an additional easement was required for the property located at 205 E. McMurray Road. Upon a recent review it was realized the sanitary sewer along McNary Road that was believed to be in the road ROW is not fully in same, and the additional easement is required from the owner of the Pittsburgh Financial building/ DSR Properties. Ms. Rossi has reviewed and approved the easement agreement and it has been executed by the property owner.

Motion: To execute easement agreement with DSR Properties for 205 E McMurray Rd.

Moved by Mrs. Kaminsky, Seconded by Mr. Wells

Vote: Motion carried by unanimous vote (summary: Yes = 3)

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

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

**FINANCIAL STATEMENT REVIEW:** Month ending December 31, 2023.

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

Motion: To approve disbursements in the amount of \$471,631.68 from the following funds:

Moved by Mrs. Kaminsky, Seconded by Mr. Wells

Vote: Motion carried by unanimous vote (summary: Yes = 3)

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

<b>Fund</b>	<b>Disbursement</b>	<b>Total</b>
Operating	Checks: through 7379 Void Ck and ACH	\$284,549.28
Payroll	Transfer from Operating to Payroll fund	\$80,000.00
Developer Fund	Checks & Operating Fund Reimbursement	\$25,087.58
CFS Capital Improvement Fund	Requisition 2023-12	\$2,527.50
Penn Vest	Penn Vest Payment – Ivy Lane Sewer Ext. 2005 Debt Payment, DC WWTP 2016, DC Interceptor 2019	\$79,467.32
	Total	\$471,631.68

**OTHER BUSINESS:**

Motion: To enter into Executive Session at 7:26 p.m. to discuss property related issue and personnel.

Moved by Mr. Wells, Seconded by Mr. Kaminsky

Vote: Motion carried by unanimous vote (summary: Yes = 3)

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

Executive Session Ended: 8:10 p.m.

Motion: To adjourn the Board Meeting at 8:10 p.m.

Moved by Mrs. Kaminsky, Seconded by Mr. Wells

Vote: Motion carried by unanimous vote (summary: Yes = 3)

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

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	Burns	To appoint Mr. Burns the Temporary Chair.	Approved
2	Kaminsky	Wells	For a reorganization of Officers.	Approved
3	Kaminsky	Wells	To appoint all professionals.	Approved
4	Kaminsky	Wells	To approve minutes of December 14, 2022.	Approved
5	Kaminsky	Wells	To approve HRG's Task Order No. 0450.04 for Bidding Phase Services for the 2022 Sewer Infrastructure Rehabilitation Project.	Approved
6	Kaminsky	Wells	To adopt Resolution No. 01-01-24 for potential condemnation of the proceedings for outstanding easement on the 2024 Sewer Infrastructure Rehabilitation Project (Crestview Acres).	Approved
7	Kaminsky	Wells	To execute easement agreement with DSR Properties for 205 E McMurray Rd.	Approved
8	Kaminsky	Wells	To approve disbursements in the amount of \$471,631.68.	Approved
9	Wells	Kaminsky	To enter into Executive Session at 7:26 p.m. to discuss property related issue and personnel.	Approved
10	Kaminsky	Wells	To adjourn the Board Meeting at 8:10 p.m.	Approved