

THE MUNICIPAL AUTHORITY OF THE TOWNSHIP OF SOUTH FAYETTE

MINUTES

Regular Meeting February 2, 2017

The meeting was called to order by Joe Duchess, Chairman. Board member present were Charles Rothermel, Kenneth Chambon, George Lubic and Robert Zedreck. Also present were John Mowry, Engineer; Romel L. Nicholas, Solicitor; Jerry Brown, Managing Director and Rebecca Sray, Recording Secretary.

Approval of Minutes: previous meeting January 5, 2017

MOTION to approve the Minutes of the meeting of January 5, 2017 made by Charles Rothermel, seconded by Robert Zedreck, all members present voting AYE.

Visitors / Public Comment - NONE

Field Operations Report

- The weekly and monthly field reports for January were reviewed
- Robinson Pipe continued work on lateral lining at various locations

Administrative Report:

- Software Systems – Work continues regarding the upcoming change in sewage billing software. The initial bill from the new system has been postponed and additional month and will now come out in early April.
- All W2's and 1099's were sent out in January
- Process Server quotes for property postings were received in January.

The Board reviewed the proposals for Process Server and agreed to accept the proposal from Steel Town Security for a \$15 fee/posting, said fee being valid through 2019.

MOTION to accept the proposal from Steel Town Security for Process Server made by Kenneth Chambon, seconded by George Lubic, all members present voting AYE.

- Approximately 500 delinquency letters were prepared and mailed out on January 30th. These letters were sent to customers that has at least \$48.00 thirty days past due.
- MATSF office staff worked on credit refunds with respect to closed accounts.
- ALCOSAN held a public meeting on January 24th regarding their low income customers' assistance program. Applications are required and will be administered by the "Dollar Energy Fund" organization. Qualified residential customers will receive a flat \$30/quarter credit toward their sewage bill. The qualification income criteria are being updated and once available information regarding the program will be placed on the MATSF website. ALCOSAN has offered to print 5,000 color copies to MATSF to insert in the March bill. The information will also be provided to South Fayette Township so that it could be included within their outreach avenues such as the Township Magazine.

Engineer's Report

- Millers Run Interceptor Special Study

The plan was submitted to ALCOSAN for review. To date no comments have been received.

- Millers Run Sanitary Sewer Project

Final drawings have been delivered to the Manager for review. Final changes are pending based upon finalization of the Manager's review.

- Developer Projects

1. Pinnacle Pointe – Phase 2 needs five (5) runs tested. Phase 3 is 50% complete.
2. Walnut Ridge Phase 3 – Three (3) sanitary runs remain. The contractor will take a month off, then return to complete the remainder of the work.
3. Kevington Plan – One manhole needs tested.
4. Hastings Plan – KLH is reviewing the drawings and providing comments.

Solicitor's Report

LIENS

Solicitor has processed all accounts turned over for liening.

SHERIFF SALES

Solicitor continues to review postings of properties set for sheriff's sale. Solicitor also status of previously submitted properties.

BANKRUPTCY

Solicitor continues to address bankruptcy notices and inquiries as they are presented by the Authority.

HASTINGS DEVELOPMENT

Solicitor working with Manager and Engineer.

Old Business:

- Charter Homes – Hastings Project update – The Chairman, Managing Director and the Solicitor met to discuss items to be considered within the Developers Agreement for this project. The Managing Director and Authority Engineer also discussed the revised sewer design modifications and comments were sent to the Developer and his Engineer. MATSF field personnel met with Gateway Engineers surveyors earlier today regarding the existing MATSF and USC trunk sewers in this vicinity.

MOTION to modify the sanitary sewer connection fee for the Hastings Development to 50% of the prevailing fee through December 31, 2020, and to authorize the Solicitor to work with Developer, Managing Director and Engineer and finalize the necessary Developer Agreement (s). Same condition applies to all property Hastings acquires from Aloe and is referenced by deed to be (attached to Developers Agreement) made by George Lubic, seconded by Charles Rothermel, all members present voting AYE.

- Received preliminary Planning Module information from consultants from the Pa Turnpike Commission regarding the proposed sanitary sewer extension along Cecil Sturgeon Road to the site of a future maintenance facility for the Southern Beltway. The Managing Director provided initial feedback on that preliminary Planning Module submission. Also, KLH Engineers commented on the preliminary sewer design for the project and the Pa Turnpike consultant acknowledged the points raised in the design review letter.
- ACHD provided correspondence acknowledging that the MATSF Consent Order Progress Report submitted to them on November 30, 2016 met the requirements of the Consent Order.
- ALCOSAN informed MATSF that our request for funding assistance under the “GROW” program for the Millers Run Trunk Sewer Rehabilitation was denied.

New Business:

- Development drawings and Planning Module Components were received for the proposed 8 lot Lion Ridge subdivision to be located along Old Oakdale Road (on the former Sray farm) across from the Deerfield Ridge Plan.
- Received a CoStars quote from Robinson Pipe for the grouting/spot repair portion of the Millers Run trunk sewer demonstration project as required by the December 2015 Consent Decree with ACHD. The majority of the work is located between the former Desmet Lumber site and Parkes Road.

MOTION to award contract to Robinson Pipe for the grouting/spot repairs of Millers Run trunk sewer located between the former Desmet Lumber site and Parkes Road made by Charles Rothermel, seconded by Robert Zedreck, all members present voting AYE.

Meetings, Conferences and Training:

- Managing Director continues to attend meetings associated with the Consent Order Working Group Committee and the Source Control and Flow Target Subcommittee (serving as co-chair)
- Managing Director, Board Member and field personnel will be attending a conference for Water/Waste Water Equipment Exposition in Indianapolis in February. Managing Director requested guidance from the Board for expenditure limitations to purchase equipment as contemplated in the 2017 MATSF budget. After discussion by the Board it was agreed to allow purchases authorized by the Board Chairman for various equipment costs not to exceed \$80,000.

MOTION to authorize a not to exceed amount of \$80,000 for purchase of equipment at the Water/Waste Water Equipment Exposition in Indianapolis made by George Lubic, seconded by Kenneth Chambon, all members present voting AYE.

Approval of Bills:

Payment of Bills: January 2017

The Chairman presented the January 2017 Bills for Approval.

MOTION to authorize the January 2017 Bills for Payment made by George Lubic, seconded by Kenneth Chambon, all members present voting AYE.

RRIS Stage I Bills: January 2017

The Chairman presented the January 2017 RRIS Stage I Bills for Approval.

MOTION to authorize the January 2017 RRIS Stage I Bills for payment made by Charles Rothermel, seconded by Robert Zedreck, all members present voting AYE.

Financial Statements:

The Board reviewed the financial statements for the month of January 2017.

Executive Session

At 5:55 p.m. the Board entered into Executive Session to discuss personnel issues.

MOTION to enter into Executive Session to discuss personnel issues made by George Lubic, seconded by Robert Zedreck, all members present voting AYE.

At 6:20 p.m. the Board came out of Executive Session.

Adjournment

There being no further business to discuss the meeting was adjourned at 6:20 p.m.

MOTION to adjourn made by Robert Zedreck, seconded by George Lubic, all members present voting AYE.

SECRETARY