

## **THE MUNICIPAL AUTHORITY OF THE TOWNSHIP OF SOUTH FAYETTE**

### **MINUTES**

#### **Regular Meeting August 3, 2017**

The meeting was called to order by Joseph Duchess, Chairman. Board Members present were Charles Rothermel, Kenneth Chambon, Robert Zedreck and George Lubic (arrived at 5:30 p.m.). Also present were Sam Gibson, Engineer; John Mowry, Engineer; Romel L. Nicholas, Solicitor; Jerry D. Brown, Managing Director and Rebecca Sray, Recording Secretary.

**Approval of Minutes:** previous meeting July 6, 2017

MOTION to approve the Minutes of the meeting of July 6, 2017 made by Charles Rothermel, seconded by Ken Chambon, all members present voting AYE.

**Visitors / Public Comment - NONE**

#### **Field Operations Report**

- The weekly and monthly field reports for July were reviewed
- Stewart Contracting finished installation of a new service wye in Hunting Ridge along with associated restoration. They also finished an emergency repair of a sewer blockage on a segment of sewer located in the vicinity of Robinson Run Road. As part of that repair, a limited amount of easement was cleared in that vicinity.
- Just under 3.0” of rain fell during the late evening/early morning hours of July 28/29. Both the Oakdale Pump Station and Chartiers Creek Pump Station ran a full capacity during those events. Portions of each system were also surcharged and the emergency siphon to ALCOSAN was utilized.
- Insight Pipe successfully lined approximately 906 feet of the 24” diameter Stage I Robinson Run Interceptor Sewer along the Panhandle Trail.

### **Administrative Report:**

- Software Systems – 2 bill runs have been completed under the new system. The August bill will be sent out next week. Also, the new billing system was utilized to create just over 500 delinquent notices that were mailed out on July 28<sup>th</sup>. A meeting with Craig Held to discuss enhancements to the system that might automate certain functions that are now done manually.
- NeoPost bill folder/inserters – A new bill folder/inserters was successfully tested by MATSF personnel. The 5 year lease on the current machine is done at the end of August. It is recommended that MATSF purchase the new machine at a cost of \$15,123 (PA State Contract Pricing) as opposed to a lease.

MOTION to purchase NeoPost bill folder/inserters made by Ken Chambon, seconded by Charles Rothermel, all members present voting AYE.

- 2016 MATSF Audit completed and copies provided to Board members

### **Engineer's Report**

- Millers Run Interceptor Special Study

The DEP approved the Millers Run Special Study in a letter dated July 10, 2017.

- Millers Run Sanitary Sewer Project

Design is complete. The Part II Permit Application was sent to the DEP on July 13, 2017. KLH is awaiting a response.

- Status of Flood elevation certificates for Oakdale P.S. and Chartiers Creek P.S. and related facilities – Work Pending
- Developer Projects
  1. Pinnacle Pointe – Contractor has completed this phase of the work. Two small sewer runs will remain. Some minor testing remains.
  2. Hastings Plan Phase 1 – All shop drawings have been reviewed and approved. Work is scheduled on sanitary sewer this week.

### **Solicitor's Report**

#### **LIENS**

Solicitor has processed all account turned over for liening.

## **SHERIFF SALES**

Solicitor continues to review postings of properties set for sheriff's sale. Solicitor also continues to communicate with the Allegheny County Sheriff to determine the current status of previously submitted properties.

## **BANKRUPTCIES**

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

## **NEWBURY**

- Ratification of the MATSF Office Access Road agreement with Newbury.

MOTION to ratify MATSF Office Access Road agreement with Newbury made by Ken Chambon, seconded by Robert Zedreck, all members present voting AYE.

## **2017 AUDITOR OPINION LETTER**

Solicitor prepared and forward opinion letter pursuant to Auditor's request.

## **Old Business:**

## **New Business:**

- The sanitary sewer connection fee was received from Top Golf.

## **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)
- The PMAA Conference will be held in Hershey Sept. 10-13, 2017.

## **Approval of Bills:**

Payment of Bills: July 2017

The Chairman presented the July 2017 Bills for Approval.

MOTION to authorize July 2017 Bills for Payment made by Robert Zedreck, seconded by George Lubic, all members present voting AYE.

RRIS Stage I Bills: July 2017

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

MOTION to authorize July 2017 Bills for Payment made by Charles Rothermel, seconded by George Lubic, all members present voting AYE.

Financial Statements:

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

**Adjournment**

There being no further business to discuss the meeting was adjourned at 5:40 p.m.

MOTION to adjourn made by Charles Rothermel, seconded by Ken Chambon, all members present voting AYE.

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SECRETARY