

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

### **AGENDA**

#### **Regular Meeting September 7, 2017**

The meeting was called to order by Charles Rothermel, Vice-Chairman. Board members present were Kenneth Chambon and Robert Zedreck. Also present were Sam Gibson, Engineer; John Mowry, Engineer; Romel L. Nicholas, Solicitor; Jerry D. Brown, Managing Director and Rebecca M. Sray, Recording Secretary.

**Approval of Minutes:** previous meeting August 3, 2017

MOTION to approve the Minutes of the Meeting of August 3, 2017 made by Kenneth Chambon, seconded by Robert Zedreck, all members present voting AYE.

**Visitors / Public Comment - NONE**

#### **Field Operations Report**

- The monthly field report for August was reviewed.
- Robinson Pipe Company continued work on lateral lining at various locations of the system. The work is expected to be completed by the end of September.
- Quotes were solicited to local plumbers for installation of 2 external sanitary sewer check valves on 2 laterals in the Sturgeon vicinity. It is recommended that the work be awarded to Jim Meyers Plumbing at a cost of \$1,192 for each location.

MOTION to award contract for installation of sanitary sewer check valves on 2 laterals in the Sturgeon vicinity to Jim Meyers Plumbing at a cost of \$1,192 each made by Robert Zedreck, seconded by Kenneth Chambon, all members present voting AYE.

### **Administrative Report:**

- Software Systems – 3 bill runs have been completed under the new system. Also, 115 premises were posted in August for delinquent sewage accounts. Water shut off will commence in mid-September for those customers failing to pay or make adequate arrangements for payment with MATSF.
- NeoPost bill folder/inserters – The new bill folder/inserters were delivered, set up and tested by NeoPost.
- A meeting was held with a representative of Prime Communications pertaining to some recommended software upgrades to our phone system.

### **Engineer's Report**

- 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. KLH is preparing the necessary easement exhibits.

- Consent Order Source Reduction Study.

A meeting was held on August 31, 2017, to discuss the scope of the Source Reduction Study. KLH has begun preparations of the study.

- 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 – Initial sanitary sewer work has begun.

### **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 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**

Solicitor and Manager worked to finalize access agreement

## **CHARTIERS BEND RETIREMENT COMMUNITY**

Solicitor and Manager worked to finalize Developer's Agreement

MOTION to ratify Developers' Agreement for Chartiers Bend Retirement Community made by Kenneth Chambon, seconded by Robert Zedreck, all members present voting AYE.

## **Old Business:**

- Managing Director is working with KLH Engineers on various aspects of the Consent Order Source Reduction Study which is due to be submitted to ACHD by December 1, 2017.

## **New Business:**

## **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)
- Attendees for the PMAA Conference in Hershey Sept. 10-13, 2017.

## **Approval of Bills:**

Payment of Bills: August 2017

The Chairman presented the August 2017 Bills for Approval.

MOTION to authorize the August 2017 Bills for payment made by Robert Zedreck, seconded by Kenneth Chambon, all members present voting AYE.

RRIS Stage I Bills: August 2017

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

MOTION to authorize the August 2017 RRIS Stage I Bills for payment made by Kenneth Chambon, seconded by Robert Zedreck, all members present voting AYE.

Financial Statements:

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

**Executive Session**

At 5:40 p.m. the Board entered into Executive Session to discuss personnel issues.

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

At 5:55 p.m. the Board came out of Executive Session.

**Adjournment**

There being no further business to discuss the meeting was adjourned at 6:00 p.m.

MOTION to adjourn made by Kenneth Chambon, seconded by Robert Zedreck, all members present voting AYE.

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SECRETARY