

THE MUNICIPAL AUTHORITY OF THE TOWNSHIP OF SOUTH FAYETTE

MINUTES

Regular Meeting February 7, 2019

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

Approval of Minutes from January 3rd meeting

MOTION to approve the Minutes of the January 3, 2019 meeting made by Charles Rothermel, seconded by Kenneth Chambon, all members present voting AYE.

Visitors / Public Comment: Eric Newhouse

Eric Newhouse updated the Board on plans with regard to Newbury Village and Newbury Market.

Field Operations Report

- The monthly field report for January was reviewed with key items discussed as follows:
 - Grinder for Chartiers Creek Pump Station broke down. After removal by MATSF personnel and review by the vendor representative, the decision was made to order a new core unit from JWC. Scheduled ship date from California is February 15th.
 - A substantial amount of work was completed on the garage field office.
 - Observed testing of sanitary sewer installed at Bursca Retail South.

Administrative Report:

- Continued weekly phone/web sessions with Muni-link regarding transition to new billing system. Our target date for going live is early April. MATSF personnel have been in contact with 3 credit card processing companies that are currently integrated into the Muni-Link billing software. Solicitor is in the process of reviewing terms and conditions for these companies and Managing Director is doing the financial comparison.

MOTION to authorize Managing Director to Execute documents necessary to finalize contract with one of the proposed credit card companies, subject to Solicitor concurrence made by Robert Zedreck, seconded by Charles Rothermel, all members present voting AYE.

- 485 delinquent notices were prepared for mailing on January 31st.
- Account receivable graph, on a monthly basis, prepared from June 2017 through December 31, 2018, was reviewed with the Board. MATSF personnel have diligently worked to reduce the dollar amount of delinquent accounts primarily by increasing the frequency of notification to customers and landlords (where applicable) and following through with water shut-off when customers fail to set up or maintain compliance with a payment plan.

Engineer's Report

- Millers Run Interceptor Sewer Improvements.

Kukurin did not submit a pay application this month. Some retainage will be held until the spring when the Kukurin will return to complete final restoration and close the project out. Some punch list work remains. A final change order will be prepared for final quantity adjustments and additional work as necessary.

- Tap Fee Update

KLH has completed the Act 57 Tap fee calculation and Sam Gibson reviewed that information with the Board. Discussion ensued in that regard and the Managing Director and Solicitor were directed to begin to develop an updated resolution for future consideration by the Board.

- Sanitary Sewer Construction Specifications update.

KLH is reviewing and updating the MATSF standard details and construction specifications.

- Developer Projects

Hastings Plan – All sanitary sewer construction and lateral extensions are complete. Testing and punch list work remains.

Lafayette Meadow Plan – KLH is completing a plan review regarding proposed sanitary sewers.

Solicitor's Report:

- Consent Order status update to be discussed in executive session later in the meeting.
- Valleyfield Lien amount paid in full.

MATSF received check in full amount of \$7,612.32. Solicitor to prepare satisfaction and will provide copies to relevant parties. Matter is now concluded.

- Request from Attorney Robert Donahoe representing the estate of Bart Cerciello for relinquishing a \$1,300 benefit assessment lien filed in 1977 by MATSF for property located at 104 Morgan Hill Road. That dwelling was demolished several years ago.

After Board discussion it was agreed to relinquish a \$1,300 benefit assessment lien filed in 1977 by MATSF for estate of Bart Cerciello, 104 Morgan Hill Road consistent with similar action taken by South Fayette Township, South Fayette School District and Allegheny County.

Old Business:

Correspondence was sent on December 26th to Tom Flanagan at PaDEP requesting carryover into 2019 of 35 unassigned taps from our 2018 Corrective Action Plan/ Tap Allocation Plan. PaDEP sent correspondence in January approving the 35 taps carry over valid until July 2019. The Managing Director will request additional taps at time of submission of the annual waste load management report which needs to be submitted to ALCOSAN by the end of February.

Lafayette Meadow Plan of Lots – 104 lots proposed in 2 phases to be built out over a 3-year period. Development location is on the Radinick property along Battle Ridge Road, across from Walnut Ridge. Developer is Keysone 76 Development, LLC (Dick Herrington and Chris Hoke). Updated sanitary sewer drawings were provided for review by MATSF/KLH Engineers on January 31st.

New Business:

Correspondence received from ALCOSAN inviting MATSF to resubmit an application for a partial grant associated with the Millers Run Lining project (completed in 2017) as part of their Cycle 4 GROW program. The resubmittal will not take place until June of 2019 but further discussion with ALCOSAN representatives will take place within the next 60 days.

Meetings, Conferences and Training:

- Robert Zedreck, the MATSF Managing Director and Office Manager attended the ALCOSAN regionalization update status meeting held on January 31st at the Upper St. Clair Rec Center. This involves the future transfer of multi-municipal trunk sewers to ALCOSAN. ALCOSAN reported at that meeting their intent to begin the formal transfers of just over 200 miles of multi-municipal sewers later this year. The sewers impacting MATSF are the Robinson Run and Thoms Run trunk sewers.
- The Managing Director and Solicitor attending various meetings in January regarding draft municipal consent orders.

Approval of Bills:

Payment of Bills: January 2019

The Chairman presented the January 2019 Bills for Approval.

MOTION to authorize the January 2019 Bills for Payment made by Robert Zedreck, seconded by Ken Chambon, Software Systems check subject to Manager approval, all members present voting AYE.

RRIS Stage I Bills: January 2019

The Chairman presented the January 2019 RRIS Stage I Bills for Approval.

MOTION to authorize the January 2019 RRIS Stage I Bills for Payment made by Charles Rothermel, seconded by Ken Chambon, all members present voting AYE.

Financial Statements:

The Board reviewed the Financial Statements for the month of January 2019.

Executive Session

At 6:10 p.m. the Board entered Executive Session to address Consent Order issues, property acquisition issues and Litigation issues/liens.

MOTION to enter Executive Session to address Consent Order issues, property acquisition issues and Litigation issues/liens made by Charles Rothermel, seconded by Joseph Duchess, all members present voting AYE.

At 6:35 p.m. the Board came out of Executive Session.

MOTION to authorize a credit in the amount of \$200.00 to be issued to William Brown, Morgan Hill Road, for sewer line relocation issues made by Charles Rothermel, seconded by Robert Zedreck, all members present voting AYE.

Adjournment

There being no further business to discuss the meeting was adjourned at 6:45 p.m.

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

SECRETARY