

THE MUNICIPAL AUTHORITY OF THE TOWNSHIP OF SOUTH FAYETTE

MINUTES

Regular Meeting March 7, 2019

Meeting was called to order by Joe 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 Sray, Recording Secretary.

Approval of Minutes from February 7th meeting

MOTION to approve the Minutes of the February 7, 2019 meeting made by Charles Rothermel, seconded by Ken Chambon, all members present voting AYE.

Visitors / Public Comment:

John Barrett, the new South Fayette Township Manager, attended the initial portion of the meeting to for introduction to the MATSF Board members and staff.

Field Operations Report

- The monthly field report for February was reviewed with key items for discussed as follows:
 - New JWC grinder unit for the Chartiers Creek Pump Station received and installed by MATSF personnel.
 - Warranty parts were received to make a minor repair to the Oakdale P.S. JWC grinder unit. (JWC regional representatives along with the local sales representative met with MATSF personnel regarding both the Oakdale and Chartiers Creek Pump Station grinders)
 - MATSF personnel completed work on the garage field office.
 - MATSF personnel and Ken Chambon met with Stewart Contracting in Lakemont to review proposed work to protect a sanitary sewer crossing upstream of the Lakemont pond. The president of the Lakemont homeowner's association also attended. While the existing sewer is not damaged at this point in time, the creek has significantly eroded the downstream side of the concrete encasement creating a 2' + waterfall. Stewart provided a quote in the amount of \$5,200 to provide and install

rip-rap at this location and along the embankment immediately downstream to prevent continue erosion.

MOTION to award quote for Sanitary sewer work in Lakemont to Stewart Contracting in the amount of \$5,200 made by Robert Zedreck, seconded by Kenneth Chambon, all members present voting AYE.

Administrative Report:

- Continued weekly phone/web sessions with Muni-link regarding transition to new billing system. Our target date for going live is now May.
- Finalize selection of credit card processor

Per Board approval during last month's meeting, Manager will execute agreement with JetPay for credit card processing services subject to final approval of Solicitor regarding the requested changes in the Agreement.

- 485 delinquent notices were prepared for mailing on January 31st. Subsequently, our service provider posted 137 properties for delinquent sewer bills in late February.
- Discussion of office painting and new flooring.

After discussion by the Board regarding office painting it was agreed to award painting contract to Red Painting (MATSF to purchase the paint separate from this contract).

MOTION to award painting contract to Red Painting in the amount of \$3,750 made by Charles Rothermel, seconded by Ken Chambon, all members present voting AYE.

After discussion by the Board regarding floor replacement it was agreed to award the bid to the lowest and best price requested from the bids received.

MOTION to award the bid for the floor replacement to the lowest and best price as requested from the bidders made by Ken Chambon, seconded by Robert Zedreck, all members present voting AYE.

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 adjustment and additional work as necessary.

- Tap Fee Update

KLH has completed the Act 57 Tap Fee Calculation. (The Managing Director and Solicitor had discussions during the past month regarding preparation of the resolution for modification of connection charges.)

- 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.

Southern Beltway – Sanitary sewer construction for the upper portion of the Pa Turnpike maintenance building is expected to begin on April 8, 2019. A pre-construction meeting will be held in advance of that work.

Solicitor's Report: (Deferred to Executive Session)

Old Business:

New Business:

Managing Director submitted Wasteload Management Reports to ALCOSAN for the 2018 operating year.

Meetings, Conferences and Training:

- The Managing Director and Solicitor attending various meetings in February regarding draft municipal consent orders.

Approval of Bills:

Payment of Bills: February 2019

The Chairman presented the February 2019 Bills for Approval.

MOTION to approve the February 2019 Bills for payment made by Robert Zedreck, seconded by Ken Chambon, all members present voting AYE.

RRIS Stage I Bills: February 2019

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

MOTION to approve the February 2019 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 February 2019.

Executive Session

At 5:25 p.m. the Board entered Executive Session to discuss Land acquisition, Consent Order and Personnel.

MOTION to enter into Executive Session made by Charles Rothermel, seconded by Robert Zedreck, all members present voting AYE.

At 6:30 p.m. the Board came out of Executive Session.

Adjournment

There being no further business to discuss the meeting adjourned at 6:35 p.m.

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

SECRETARY