

COLLIER TOWNSHIP MUNICIPAL AUTHORITY

MINUTES

REGULAR MEETING – THURSDAY, FEBRUARY 12, 2015

A regular constituted meeting of the Collier Township Municipal Authority was held on Thursday, February 12, 2015, at the township building and was called to order at 6:30 P.M. by Edward Smith, Vice-Chairman.

Roll call listed the following members present:

- Dan Oberleitner, Chairman (arrived 6:45pm)
- Edward Smith, Vice-Chairman
- Dan Fotovich, Secretary
- Gerhardt Egri, Treasurer

Excused Absence:

- Richard Ruffennach, Assistant Secretary/Treasurer

Also present:

- Michael Kaleugher, Solicitor
- Jim Nordquist, NIRA
- Patie Asturi
- Lori Thompson

PUBLIC: NONE

---

The Authority Board deferred the Reorganization Meeting until next months Authority meeting as Chairman would be late to meeting.

---

On motion of Smith, seconded by Egri, the Minutes of January 8, 2015 were approved. Motion carried.

---

On motion of Smith, seconded by Fotovich, the Treasurer’s Report for January 8, 2015 was approved as submitted. Motion carried.

---

On motion of Smith, seconded by Egri, additional bills paid in January 2015 totaling \$7,232.24 and bills paid to February 12, 2015 totaling \$336,562.53 were authorized for payment. Motion carried.

---

On motion of Smith, seconded by Egri, the office staff timesheets from January 8, 2015 through February 11, 2015 were approved. Motion carried.

---

SOLICITOR’S REPORT:

The Solicitor informed Board of his recommendation for the Board to authorize his preparation of a letter requesting an extension of the Consent Order, signed by the Chairman. Solicitor explained what the extension was for and Board agreed Solicitor should prepare letter.

The Solicitor informed Board regarding some changes to the Bank Check Express service. The bank behind the service, BB&T Bank, determined it would be more prudent for them to have a direct relationship with the Authority and deposit the monies directly to the Authority's bank account instead of Diversified therefore requires a new agreement to be signed. Solicitor recommends agreement be signed. Egri question who would pay the fees and Solicitor stated staff brought that up and Diversified stated they would continue paying those fees as they already do so. On motion of Smith, seconded by Egri, motion was approved. Motion carried.

The Solicitor updated Board on the Boys Home Project, Beccari properties right-of-ways was recorded on Wednesday, February 11, 2015 and has one change in the Construction Agreement where the Engineering/Permitting fees were 50/50% split and South Fayette has agreed to reduce that split to the Authority to be 20% since the Collier portion to be constructed is less and if agreed the agreement can be signed by Chairman for processing.

#### ENGINEER'S REPORT:

##### 2014 Sanitary Sewer Replacements & Improvements (No change in status.)

Independent Enterprises, Inc. (IEI) has completed repairs and replacements at all three (3) sites of the Project. A Punch List of items was developed and transmitted to IEI on October 31, 2014. We await notice of completion of these items and submission of a Final Payment Application.

##### St. Andrews Pump Station Site and Access Drive Improvements (No change in status.)

IEI completed approximately 99% of the project. Final paving was completed on July 17, 2014. A Final Punch List of items was transmitted to IEI, along with the Closeout Documents on August 8, 2014. NIRA recommends CTMA continue to withhold payment of Partial Payment Application No. 3 (Final) in the amount of \$11,574.61, subject to the Final Punch List being satisfactorily completed.

The Collier Township Board of Commissioners has elected to have a gate installed at the end of the drive. NIRA has secured an estimate in the amount of \$1,890.00 for the selected gate. Allegheny Fence has been authorized to proceed with the gate installation and will advise on a date, weather permitting.

##### Colecrest-Darlington Sanitary Sewer Replacements

Bids for the Colecrest-Darlington Sanitary Sewer Replacement Contract were opened on Friday, January 30, 2015. The project involves the replacement of approximately 1,200 lineal feet of the known worst-condition sewers remaining in Cubbage Hill. This is the project for which CTMA has been submitting Funding Applications to the Community Infrastructure and Tourism Fund for the past several years. Despite State Representative support for funding this project, no funding was ever granted and the CTMA Board elected in October, 2014 to move ahead. CTMA also elected to include the Shadow Drive segment of sewer replacement, which NIRA included as an Add-On Alternate to the Bid Documents.

The Low Bid received was from Advanced Contracting, Inc. in the amount of \$351,452.50 (\$294,290.00 Base Bid and \$57,162.50 Add-On Alternate Bid). NIRA recommends award of the Colecrest-Darlington Sanitary Sewer Replacement Contract to Advanced Contracting, Inc. in the amount of \$351,452.50. (motion covered under New Business, Item D)

##### Steen Hollow Sanitary Sewer Extension (No change in status.)

A mandatory Pre-Bid Meeting was held for the Steen Hollow Sanitary Sewer Extension project on Wednesday, December 10, 2014. Bids will be opened at the Municipal Authority of the Township of South Fayette office on Tuesday, January 6, 2015. The details of the Construction and Maintenance Agreements with CTMA need to be finalized.

Bids were opened on January 6, 2015. The apparent Low Bidder is Strnisha Excavation, Inc. in the amount of \$254,983.00. An estimate of CTMA's portion of the construction costs has been prepared based on this Bid.

Act 57 Tap Fee Study (No change in status.)

As requested, an estimate for the Board's information for performing an Act 57 Study, as a guide for the CTMA in considering an update to the current tapping fee, has been prepared in the amount of \$12,000.00 to \$15,000.00. Work on this Study will begin in December and is expected to take several months to complete a draft.

Annual Report and Budget

The Annual Report and Budget has not been finalized at this time. It is intended to deliver the draft of the Report to Board Members by February 26, 2015, so that review and comment can be addressed prior to the Board's March Meeting.

Miscellaneous

Baymont Sewer Realignment

The Developer's Contractor has completed the majority of the items that were on the Punch List. As the Developer has provided a Letter of Credit that will be held for maintenance security, NIRA recommends acceptance of the sewers upon proper preparation of a Resolution by the Board's Solicitor. At this time, we are recommending release of the ban placed on this Development for sanitary sewer Tap Applications.

FAA Sewer Extension (No change in status.)

Bella Enterprises, Inc. has completed construction of the FAA Sanitary Sewer Extension. All testing is now complete. We await the request for acceptance, the As-Built Drawings and Maintenance Security before advising adoption of the extension.

Settler's Pointe (No change in status.)

NIRA received Revised Plans from the Developer's Engineer on September 5, 2014. The Plans have been approved, but there is no Developer's Agreement in place yet. Mike Kaleugher and the Developer's Attorney are in the process of finalizing the Developer's Agreement. We anticipate sanitary sewer construction in early spring, 2015.

Phase 3, Prestley Heights Sewers

A full set of updated Plans for Phase 3 of Prestley Heights was received at NIRA on August 1, 2014. Plans revised to address review comments were received, reviewed, and approved by NIRA on September 2, 2014. The Developer's Contractor, Advanced Builders, began construction of the sanitary sewers on January 21, 2015.

Centennial Pointe, Phase 1B

NIRA received and processed Shop Drawings for material from the Developer over the past weeks. The Developer's Contractor, Kozik Brothers, Inc., anticipates construction to begin on the sanitary sewers in late March/early April.

---

OLD BUSINESS: NONE

---

NEW BUSINESS:

- A. Discuss meeting with Diversified regarding switching from current credit card processing to WebLink online bill pay.

Solicitor informed Board of new credit card processing with WebLink that was discussed during the Diversified staff training session on January 18, 2015 and that he recommends the Authority change to the new processes to eliminate staff handling of payments in the office. Solicitor explained how the new process would work and that if Board agrees he will have agreement at next months meeting to be signed.

- B. Motion to accept and approve 2014 Deduct Refund to James D. Chiafullo 7011 Pinehurst Drive in the amount of \$961.97. According to his letter dated January 23, 2015 he claims that he was wholly unaware that there was a deadline for the refund; However, the letters sent to residents clearly gives a deadline. On motion of Smith, seconded by Egri, motion was approved. Motion carried.
- C. Motion to accept and approve the Developers Agreement for Stambrowsky Homes Settlers Pointe Phase I and Phase II Project. On motion of Smith, seconded by Fotovich, motion was approved. Motion carried.
- D. Motion to award Contract 06-183-76, Colecrest-Darlington Sanitary Sewer Replacements to Advanced Contracting, Inc. in the amount of \$351,452.50. On motion of Smith, seconded by Fotovich, motion was approved. Motion carried.
- E. Motion to authorize the Signatory Resolution for Penndot ECMS Registration Agreement to obtain an ePermitting Business Partner ID. On motion of Smith, seconded by Fotovich, motion was approved. Motion carried.

---

There being no further business to discuss, on motion of Smith, seconded by Fotovich, the meeting was adjourned at 7:00 P.M. Motion carried.

Respectfully submitted,

Patie Asturi  
Recording Secretary