

COLLIER TOWNSHIP MUNICIPAL AUTHORITY

MINUTES

REGULAR MEETING – THURSDAY, MARCH 12, 2015

A regular constituted meeting of the Collier Township Municipal Authority was held on Thursday, March 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:

- Edward Smith, Vice-Chairman
- Dan Fotovich, Secretary
- Gerhardt Egri, Treasurer
- Richard Ruffennach, Assistant Secretary/Treasurer

Excused Absence:

- Dan Oberleitner, Chairman

Also present:

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

PUBLIC: NONE

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The Authority Board deferred the Reorganization Meeting until next months Authority meeting when Chairman would be present.

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On motion of Smith, seconded by Egri, the Minutes of February 12, 2015 were approved. Ruffennach abstained. Motion carried.

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On motion of Smith, seconded by Egri, the Treasurer's Report for February 12, 2015 was approved as submitted. Ruffennach abstained. Motion carried.

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On motion of Smith, seconded by Egri, additional bills paid in February 2015 totaling \$8,754.91 and bills paid to March 12, 2015 totaling \$31,847.23 were authorized for payment. Motion carried.

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On motion of Smith, seconded by Egri, the office staff timesheets from February 12, 2015 through March 11, 2015 were approved. Motion carried.

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SOLICITOR'S REPORT:

The Solicitor informed Board of Email Retention Policy Board approved at the December 2014 Authority Meeting and that a motion is needed from Board for Resolution No. 03-12-2015 to formally approve and adopt the policy. On motion of Smith, seconded by Fotovich, motion was approved. Motion carried.

The Solicitor informed Board that the Authority's Rules & Regulations Code Manual with General Code needs updated to include Resolutions from last year and a rate structure sheet he recommends be included. The approximate cost would be approx. \$2,000 and that he would work with staff on the updates.

The Solicitor updated Board on the Boys Home Project regarding the project design and permitting costs. The Authority agreed to pay 22% in the Construction Agreement. MATSF prepared and submitted those costs for the Authority's consideration in the amount of \$21,903.64. The costs were reviewed by the Engineer and the Solicitor who both recommend payment to MATSF. (motion covered under New Business, Item B).

The Solicitor informed Board that the Authority has received a number of individual inquires regarding sewer service availability to their home that are within other project areas.

#### ENGINEER'S REPORT:

##### 2014 Sanitary Sewer Replacements & Improvements

Independent Enterprises, Inc. (IEI) has completed repairs and replacements at all three (3) sites of the Project. The Punch List of items provided to IEI has been completed. We await submission of the Closeout Documents and 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

Shop Drawings have been submitted and processed. Advanced Contracting, Inc. intends to mobilize on Monday, March 23, 2015. The Contractor's Bonds and Insurance are acceptable, and CTMA execution of the Contract is recommended.

##### Steen Hollow Sanitary Sewer Extension

Strnisha Excavation, Inc. intends to mobilize on construction of the Steen Hollow Sanitary Sewer Extension on Monday, March 16, 2015. A NIRA Construction Observer has been assigned for this job and will cover the construction from existing Manhole TR-74-4 to proposed Manhole 12.

Based on the Construction Agreement between the CTMA and the Municipal Authority of the Township of South Fayette (MATSF), a spreadsheet has been prepared and submitted by MATSF for consideration of CTMA's agreed upon 22% of the project design and permitting costs. NIRA has reviewed the itemized costs and recommends payment to MATSF in the amount of \$21,903.64. (motion covered under New Business, Item B).

##### Chapter 94 Municipal Wasteload Report

The Chapter 94 Wasteload Management Report was e-mailed to ALCOSAN on March 6, 2015. The results of the Report are that no conveyance capacity issues are projected to occur within the next five (5) years. Discuss and adopt. (motion covered under New Business, Item C).

Annual Report and Budget

The Annual Report and Budget has been prepared and submitted to Board Members for review and comment. Discuss and adopt, either in its current form, or with modifications. (motion covered under New Business, Item D).

Allegheny County Health Department (ACHD) Administrative Consent Order

In addition to the Semi-Annual Progress Report submitted to the Allegheny County Health Department (ACHD) in January, NIRA also prepared and submitted, on February 27, 2015, additional requested information related to CCTV work performed pursuant to the Administrative Consent Order and resulting repairs performed within CTMA's System.

The ACHD has requested a meeting with Mike Kaleugher, NIRA and the ACHD to review CTMA's O & M Plan. This has been scheduled for Monday, March 16, 2015.

Miscellaneous

Baymont Sewer Realignment (No change in status)

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.

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

NIRA received Revised Plans from the Developer's Engineer on September 5, 2014. The Plans have been approved. The Developer's Contractor, Kensi Corp., anticipates construction to begin on the sanitary sewers in approximately three (3) weeks.

Phase 3, Prestley Heights Sewers (No change in status)

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. Contractor anticipates construction of the sanitary sewer to begin in the next couple of weeks.

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**OLD BUSINESS: NONE**

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NEW BUSINESS:

- A. Motion to approve and accept proposal from in Touch Technologies for Voice and Data Cabling for new CTMA Office in the amount of \$925.00. The new Office will be located on the first floor of the Municipal Building in the old Parks and Recreation Office.

The Solicitor informed Board that the Township has decided to move the Authority' office as they require more space and are looking at the move taking place within the next several months. On motion of Smith, seconded by Fotovich, motion was approved. Motion carried.

- B. Motion to approve payment to MATSF in the amount of \$21,903.64 for CTMA's agreed upon 22% of the Steen Hollow Sanitary Sewer Extension Project Design & Permitting Costs. On motion of Smith, seconded by Ruffennach, motion was approved. Motion carried.
- C. Motion to award accept and approve the 2014 Title 25, Chapter 94 Municipal Wasteload Management Report. On motion of Smith, seconded by Ruffennach, motion was approved. Motion carried.
- D. Motion to approve and adopt the 2014 Annual Report and 2015 Budget. On motion of Smith, seconded by Fotovich, motion was approved. Motion carried.

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There being no further business to discuss, on motion of Smith, seconded by Fotovich, the meeting was adjourned at 7:25 P.M. Motion carried.

Respectfully submitted,

Patie Asturi  
Recording Secretary