

COLLIER TOWNSHIP MUNICIPAL AUTHORITY

MINUTES

REGULAR MEETING – THURSDAY, NOVEMBER 13, 2014

A regular constituted meeting of the Collier Township Municipal Authority was held on Thursday, November 13, 2014, at the township building and was called to order at 6:30 P.M. by Dan Oberleitner, Chairman.

Roll call listed the following members present:

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

Also present:

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

PUBLIC: - None

On motion of Egri, seconded by Ruffenanch, the Minutes of October 9, 2014 were approved. Motion carried.

On motion of Egri, seconded by Ruffenanch the Treasurer's Report for October 9, 2014 was approved as submitted. Motion carried.

On motion of Fotovich, seconded by Egri, additional bills paid in October 2014 totaling \$52,496.00 and bills paid to November 13 2014 totaling \$451,204.65 were authorized for payment. Motion carried.

On motion of Egri, seconded by Ruffennanch, the office staff timesheets from October 9, 2014 through November 12, 2014 were approved. Motion carried.

SOLICITOR'S REPORT:

The Solicitor informed the Board on the Hilltop Road Project Phase I Board of Viewers Hearing which will be held on December 4, 2014 at 9:30am. Jim Nordquist (NIRA) and CTMA Staff will attend the meeting. One exception was filed.

The Solicitor updated Board on the Boys Home Project. Permits were received for the Boys Home Project and the pre-bid meeting will be held on December 10, 2014. January 6, 2015bids will be opened.

The Solicitor discussed with the Board the adoption of an E-Mail Retention Policy for the CTMA office. The Board decided to table this discussion until the December Meeting.

The Solicitor informed the Board that Boys Home Project is now on the CTMA Cash Flow Projection. This will be able to follow the progress of the project.

The Solicitor updated Board on the Rum Fish Grill. The Restaurant is having financial difficulties. The restaurant has never paid the amount that was due according to their Developers Agreement with CTMA. They would like to set up a payment plan with CTMA.

ENGINEER'S REPORT:

2014 Sanitary Sewer Repairs and Replacements

Independent Enterprises, Inc. (IEI) has completed repairs and replacements at all three (3) sites of the Project. Partial Payment Application No.2 has been submitted for approval. NIRA recommends payment to IEI in the amount of \$186,583.93. Motion to approve payment to Independent Enterprises, Inc (IEI) for Partial Payment No.2 for the 2014 Sanitary Sewer Repairs and replacement Project in the amount of \$186,583.93. On motion of Oberleitner, first by Fotovich and seconded Egri, motion was approved. Motion carried.

St. Andrews Pump Station Site and Access Drive Improvements

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. NIRA will instruct Allegheny Fence to proceed with the gate installation upon CTMA's direction.

Prestley Street Sanitary Sewer Replacement

Milling and paving were performed by PAWC's Contractor on October 7 and 8, 2014. An Invoice for CTMA's portion of the pavement restoration has been submitted by Casper Colosimo & Son, Inc. (CCSI). NIRA Recommends payment to CCSI in the amount of \$38,500.00. Motion to approve payment to Casper Colosimo & Son, Inc. (CCSI) for CTMA's portion of the pavement restoration for the Prestley Street Sanitary Sewer Replacement Project in the amount of \$38,500.00. On motion by Oberleitner, first by Fotovich, second by Egri, Motion approved. Motion carried.

Colecrest Darlington Sanitary Sewer Replacement

NIRA is currently preparing the Plans and Specifications for the Colecrest Darlington Sanitary Sewer Replacements Project. We anticipate this project to be ready for advertisement in December, 2014 with construction occurring in the winter to early spring, 2015. As the Board last month indicated a desire to include the Shadow Drive Sanitary Sewer Replacement with this Project, we intend to include it as an Add-On Alternate for CTMA's consideration.

Act 57 Tap Fee Study

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 to \$15,000.00. Work on this Study will begin in December and is expected to take several months to complete a draft.

Miscellaneous

Baymont Sewer Realignment (Cozza/Nevilleside Development) (No change in status)

The testing and repairs remain incomplete and NIRA recommends the CTMA continue to withhold Tap Applications until such time as the Developer has provided the remaining items necessary for CTMA to adopt the sewers.

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.

Grease Trap Maintenance Records

The annual grease trap maintenance records requests were sent out to business owners on May 29, 2014. Only six (6) of the twenty-seven (27) recipients responded. A second notice requiring submission of the requested records within 30 days of receipt of the notice was mailed on August 14, 2014, resulting in all but five (5) of the 27 recipients providing the requested records. NIRA recommends referral of the non-respondents to the Magistrate. NIRA field viewed the manhole at Peters Place to observe grease conditions on August 27, 2014. Both this manhole and the manhole downstream at the Kirwan Heights Fire Hall were observed to have grease build-up. NIRA recommends schedule sewer cleaning and invoice Peters Place for the costs.

Tri-State Maintenance, Inc. performed sewer cleaning of these lines on Wednesday, October 15, 2014. An Invoice for these services has been submitted to CTMA in the amount of \$600.00 NIRA recommends payment to Tri-State Maintenance, Inc. and invoicing Peters Place for the costs, as previously discussed. Motion to approve payment to Tri-State Maintenance, Inc. for the cleaning of the sewer lines associated with Peters Place Grease Trap in the amount of \$600.00. CTMA will then Invoice Peters Place for sewer line cleaning in the amount of \$600.00. On motion by Oberleitner, first by Egri, seconded by Ruffenanch, motion approved. Motion carried.

Nadik/Riddle Common Lateral Realignment

The lateral connection relocation was completed on October 20, 2014 with final pavement restoration on Friday, October 24, 2014. This project is now complete. We await an Invoice from Strnisha Excavation, Inc. for performing the work.

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.

Pump Station Maintenance Services

A proposal for \$55.00 per pump station per site visit was received from Richards Landscaping, Inc. Clarifications on the proposal have not yet been addressed. The Board discussed this proposal and decided to stay with CWM Environmental for the Landscaping for the Pump Stations.

OLD BUSINESS:

- A. Collier Township approved the installation of a storm sewer line over an existing sanitary sewer line on Ewing Road. This is a private storm sewer line. There is no encroachment agreement. The line has never been inspected. On the Board's recommendation a letter is to be sent to Collier Township informing them of this encroachment.
 - B. The Solicitor requested that the Board approve the Boys Home Project O & M Agreement. However, the Board would like to familiarize themselves with the Agreement and decided to table the motion until the December Meeting. Copies of the agreement was supplied to each Board member for review.
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NEW BUSINESS:

- A. Motion to accept and approve refund to Rosemary Jordanoff (cust# C2697) for \$335.77 (current credit due). Customer was overcharged for consumption by PAWC due to broken meter and CTMA bills off usage given by PAWC therefore we charged her for the consumption. PAWC adjusted her account for credit of 36,100 gallons. ALCOSAN gave CTMA a 36,100 gallons credit adjustment off 3rd Qtr billing. Customer is now requesting CTMA send her a refund check for the amount she overpaid. On motion by Oberleitner, first by Fotovich, second by Egri, motion accepted. Motion Carried.
- B. Motion to accept the Township Commissioners request to have gate installed at the top of St. Andrews Pump Station Drive and approve NIRA to instruct Allegheny Fence to proceed with gate installation for estimate in the amount of \$1,890.00. On motion by Oberleitner, first by Egri, second by Fotovich, motion approved. Motion Carried.

There being no further business to discuss, on motion of Egri, seconded by Ruffennach, the meeting was adjourned at 7:30 P.M. Motion carried.

Respectfully submitted,

Lori A. Thompson
Recording Secretary