

COLLIER TOWNSHIP MUNICIPAL AUTHORITY

MINUTES

REGULAR MEETING – THURSDAY, NOVEMBER 14, 2019

A regular constituted meeting of the Collier Township Municipal Authority was held on Thursday, November 14, 2019, 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
Richard Ruffenanch, Vice-Chairman
Gerhardt Egri, Treasurer
Richard Kuppelweiser, Assistant Secretary/Treasurer

Excused Absence:

Dan Fotovich, Secretary

Also, present:

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

PUBLIC: Mike Kaleugher spoke to the Board regarding a piece of property he owns (Parcel 330-C-3) and asked the Board to install the CTMA wye connection, (within the Authority's easement) in order to tap-in to CTMA sewage system. Mr. Kaleugher has paid The Developer's fee of \$1400.00. When the property is sold the Buyer will be required to pay the tap-in fee of \$2,555.00. This piece of property was part of the Robinson Run Sewer Line Taking in 1976. This was a Benefit Assessment Project in 1980. Mr. Kaleugher paid the Benefit Assessment when he purchased the property. However, the Authority failed to install the wye connection for this parcel.

Upon Board consideration a motion to install a wye connection, within the Authority's Easement, on (Parcel 330-C-3) that was not previously installed.

Motion to accept and approve the wye connection installation for (Parcel 330-C-3) within the Authority's Easement, that was not previously installed. On motion of Kuppelweiser, seconded by Ruffenanch, motion was accepted and approved. Motion carried.

On motion of Egri, seconded by Ruffennach, the Minutes of October 10, 2019 were approved. Motion carried.

On motion of Ruffennach, seconded by Egri, the Treasurer's Report for October 10, 2019 was approved as submitted. Motion carried.

On motion of Egri, seconded by Kuppelweiser, additional bills paid in October 2019 totaling \$34,497.36 and bills paid to November 14, 2019 totaling \$580,831.84 were authorized for payment. Motion carried.

On motion of Ruffenanch seconded by Kuppelweiser, the office staff timesheets from October 10, 2019 through November 13, 2019 were approved. Motion carried.

SOLICITOR'S REPORT:

The Solicitor informed the Board regarding the Gregg Station Residential Development that Cozza is developing and that Mr. Cozza is requesting a tap-in for a spec home they want to build so that they would be able to get the building permit. The Solicitor advised he doesn't see any issues provided that Cozza sign the agreement requiring no occupancy. (motion covered under New Business, Item B).

The Solicitor discussed the letter from PMAA regarding the Relief from Charges Solvency Fee and that staff has advised they pay the Solvency Fee through the Labor & Industry yearly and that this is a standard letter the PMAA mails out yearly. The Board decided to continue with how this has been handled previously.

ENGINEER'S REPORT:

Allegheny County Health Department (ACHD) Administrative Consent Order

It is anticipated that, with the September 19, 2019 announcement of ALCOSAN's updated Clean Water Plan, a new tap allocation request to DEP will be required for the period of January 1, 2020 through at least June 30, 2020.

Representatives for both CTMA and MATSF met with ALCOSAN on July 29, 2019 to review details of the proposed Transfer Agreement for the Thoms Run Trunk Sewer.

AECOM has been provided with the video, reports, and data necessary to eliminate the "Post-Closing and Reimbursement Agreement" section of the Transfer Agreement.

NIRA has completed the Existing Permittee Information sections and attachments for the Application for NPDES or WQM Permit Transfer section of the Transfer Agreement. CTMA execution as the existing permittee is required.

Grease and Oil Separation and Removal Program

The annual notices to food service establishments were mailed certified on June 25, 2019. To date, 7 of the 29 establishments have not responded to the notices and have failed to comply with the request to submit grease hauling records. NIRA recommends a second (final) notice be sent to these establishments advising of grease trap inspections to be conducted at the expense of the establishment should they fail to comply within 30 days.

Final notices to the non-compliant establishments were mailed dated September 27, 2019 requiring maintenance records to be submitted within 30 days to avoid further action including inspections at the violators' expense. To date no further records received. NIRA recommends follow-up inspections with further enforcement to be determined as a result.

Summer Drive Low Pressure Sewer

NIRA was informed by the Char-West COG on August 16, 2018, that the County will be funding \$123,500.00 toward the Summer Drive Low Pressure Sewer System Project, and requested an update on the estimated cost. NIRA provided a revised total construction cost estimate to the Char-West COG on August 20, 2018 which resulted in the approval of an additional \$18,850.00 in funding.

Bids for the Summer Drive Low Pressure Sewer System Contract were opened on July 30, 2019. J5 Construction submitted the apparent Low Bid in the amount of \$198,989.50. NIRA recommends award of the Noblestown Road Sanitary Sewer Extension Contract to J5 Construction in the total amount of \$198,989.50. Written notice is required to the Char-West COG of CTMA's decision and instruction for the COG to proceed with the award. As of November 12, 2019, majority of all construction items are complete.

J5 Construction has submitted Partial Payment Application No. 2 in the amount of \$42,760.69, for which NIRA has reviewed and recommends approval. The approved Payment No. 2 will be forwarded to Char-West COG for processing the payment through the Allegheny County Department of Economic Development (ACED). Once approved by ACED, Char-West COG will invoice CTMA the amount due. The invoice amount to CTMA from the COG got Payment No. 2 is anticipated to be \$13,417.69.

Upper Scotts Run Sanitary Sewer Extension – Phase 2

No Partial Payment Application has been prepared for this month. Revised as-built plans have been received and are approved. Contract Closeout Documents have been transmitted to the Contractor for processing and return with final payment application.

NIRA has prepared a Notice of Termination required for the General NDPES Permit for Stormwater Discharges Associated with Construction Activities. CTMA execution of the Notice is required.

PA Small Water and Sewer Program (Noblestown Road Sanitary Sewer Extension)

NIRA was informed by way of e-mail correspondence on September 18, 2018 that the Commonwealth Financing Authority has awarded a grant in the amount of \$255,090.00 to CTMA for the Noblestown Road Sanitary Sewer Extension project.

Bids for the Noblestown Road Sanitary Sewer Extension Contract were opened on June 7, 2019. North Beaver Contracting, LLC submitted the apparent Low Bid for the Base Bid in the amount of \$285,560.00.

Construction began for the Noblestown Road Sanitary Sewer Extension on August 5, 2019. As of October 3, 2019, all construction is substantially complete, with only receipt of as-built data remaining. NIRA has received, reviewed, and recommends payment of Partial Payment Application No. 2 (Final) to North Beaver Contracting, LLC in the amount of \$69,908.25 conditionally upon receipt of the as-built information. This pay application includes Change Order No. 1 in the amount of \$5,952.00 that was prepared to account for extra depth existing asphalt in a portion of the pavement excavations that PennDOT required be replaced. NIRA also recommends approval of this change order.

NIRA will prepare and transmit the Payment Request Form and required documentation to the Commonwealth Financing Authority for Reimbursement #2 to cover 85% of this cost.

Lateral Certification Testing

Discuss CTMA policy of using a contracted plumber for all lateral certification testing. Other options include allowing applicants for municipal lien letters to use any registered plumber, or any registered plumber on a pre-approved list, at the applicant's expense.

CTMA for the past three (3) years has had a Contract Plumber. However, Public Perception is that CTMA's Contract Plumber is taking advantage of Customers. CTMA is looking bad in the eyes of our Customers. NIRA proposes that CTMA goes back to a pre-approved of list of Plumbers that Customers can use when scheduling Dye Testing & CCTV Testing.

Miscellaneous

Gregg Station Residential Development

Mobilization and actual construction by the contractor at the connection point on the Robinson Run has been hampered mostly by weather related issues.

Amalfi Ridge – Phase 3 (Maronda Homes)

Maronda’s contractor for this phase, Wagner Development, intends to begin construction of the s

Noblestown Road Paving Contract

PennDOT intends to advertise for bids later this year for a paving project in spring of 2020 on Noblestown Road. Eighteen (18) manholes have been identified for adjustment by PennDOT, and they are proposing to incorporate this work into their contract. An abbreviated agreement and a Resolution for this are required.

NIRA submitted the request letters, PennDOT form Resolution, and the Utility Relocation Clearance Report forms to PennDOT on behalf of CTMA following the executions at the September CTMA Board meeting. CTMA subsequently has received a Utility Relocation Abbreviated Incorporated Work Reimbursement Agreement for execution and return to PennDOT for final execution.

New Concrete Plant

NIRA field staff verified that the concrete plant on Parcel I.D. No. 147-G-1 contains only process water facilities with recycling, and no drains to sanitary sewers.

NIRA is merging with Trant Corporation. Trant Corporation has an Engineering project in Collier. NIRA would like an opinion from the CTMA Board on whether this project would be a conflict of interest. The CTMA Board, asked the Solicitor to send a letter to the Ethics Commission for their Opinion on the issue of Conflict of Interest.

ADMINISTRATIVE COMMENTS:

- A. Staff’s Health and Eye Insurance Renewal for 2020 will increase by \$51.36 per month. The Board approved the increase without a motion.
- B. Office Staff informed the Board, as per Authority procedure, that the Capital Reserve Account was increased by 5%.
- C. Executive Session was held at 7:40pm. The following motion was made after:
 1. Motion to accept Resolution 11-14-19-01 a severance package for the Collier Township Municipal Authority’s staff in the event a Sale of the Municipal Authority or the Dissolution of the Authority. On motion of Egri, seconded, Kuppelweiser, motion was accepted and approved. Motion carried.
 2. Motion to accept and approve a 3% raise for the Office Staff starting January 1, 2020. On motion by Ruffenanch, seconded by Kuppelweiser, motion was accepted and approved. Motion carried.

The Executive Session ended and the Board returned to the public meeting at 8:00 PM.

PLANNING COMMISSION MINUTES:

September 19, 2019 Commission Minutes were distributed to the Board prior to the meeting. There were no comments from the Board.

OLD BUSINESS: NONE

NEW BUSINESS:

A. Motion to accept and approve the signing and procession of the following agreements related to the transfer of the defined portions of the Thoms Run Sewer Line (C-54-11) to ALCOSAN as part of the regionalization of the ALCOSAN sanitary sewer system:

1. Transfer Agreement, 17 pages with schedules listed in Tab No. 2.1 to 2.13
2. Bill of Transfer, 3 pages with Exhibit A
3. Assignment and Assumption Agreement, 4 pages with Exhibit A-D
4. Right of Entry License and Release, 2 pages
5. Post-Closing Repair and Reimbursement Agreement, if necessary
6. CTMA Authorizing Resolution No. 10-10-2019
7. Permit Transfer Application Required by DEP

On motion of Kuppelweiser, seconded by Ruffenanch, motion was accepted and approved.
Motion carried.

B. Motion to accept and approve Partial Payment Application No. 2 from J5 Construction in the amount of \$42,760.69 and forward to the Char-West COG for payment processing for the Summer Drive Low Pressure Sanitary Sewer Project. On motion of Ruffenanch, seconded by Egri, motion accepted and approved. Motion carried.

The Collier Township Municipal Authority Board decided to cancel the Regular December Board Meeting in order for the Board, Solicitor, Engineer and CTMA Staff can attend the Collier Township's Annual Advisory Board Meeting and Appreciation Dinner on December 12, 2019.

There being no further business to discuss, on motion of Oberleitner, seconded by Ruffennach, the meeting was adjourned at 8:10 P.M. Motion carried.

Respectfully Submitted,

Lori A. Thompson
Recording Secretary