

COLLIER TOWNSHIP MUNICIPAL AUTHORITY

MINUTES

REGULAR MEETING – THURSDAY, NOVEMBER 9, 2017

A regular constituted meeting of the Collier Township Municipal Authority was held on Thursday, November 9, 2017, 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 Ruffennach, Vice-Chairman  
Dan Fotovich, Secretary

Absent:

Gerhardt Egri, Treasurer – Excused Absence  
Edward Smith, Assistant Secretary/Treasurer – Excused Absence

Also, present:

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

PUBLIC: NONE

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On motion of Ruffennach, seconded by Fotovich, the Minutes of October 12, 2017 were approved. Motion carried.

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On motion of Ruffennach, seconded by Fotovich, the Treasurer’s Report for October 12, 2017 was approved as submitted. Motion carried.

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On motion of Ruffennach, seconded by Fotovich, additional bills paid in October 2017 totaling \$55,635.81 and bills paid to November 9, 2017 totaling \$50,126.98 were authorized for payment. Motion carried.

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On motion of Ruffennach, seconded by Fotovich, the office staff timesheets from October 12, 2017 through November 8, 2017 were approved. Motion carried.

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SOLICITOR’S REPORT:

The Solicitor discussed with Board whether the DRAFT Notice Letter for the Upper Scotts Project should be approved or modified. The draft letters will be modified to include mapping which will be provided by NIRA. The Board decided to not send out the modified letters until January 2018.

The Solicitor updated the Board on Bodnar Appraisal Costs, (the Board used Bodnar on prior projects), for the Upper Scotts Run Project. The Cost will be \$650.00 a property.

The Solicitor advised the Board that the Notice for, the Upper Scotts Run Project, Resolution No. 10-12-2017-01 will run in the Pittsburgh Post-Gazette unless the Board directs otherwise. The Board agreed to run the Notice as the Notice explains that the Upper Scotts Run Project is a Benefit Assessment Project.

#### ENGINEER'S REPORT:

##### Allegheny County Health Department (ACHD) Administrative Consent Order

NIRA has prepared the Source Reduction Study Report that is due for submission by the December 1, 2017 deadline. A Resolution adopting the Source Reduction Study is provided.

##### Grease and Oil Separation and Removal Program

The annual notices to food service establishments were mailed Certified on May 24, 2017. A second notice to the food service establishments was issued on August 3, 2017, informing of penalties for not submitting the required records. As of September 14, 2017, there still remains a total of four (4) establishments that have not complied with the requirement to submit annual maintenance records. NIRA recommends follow-up inspections and enforcement as indicated in the notice.

NIRA completed the follow-up inspections and prepared reports for the four (4) non-respondents to the annual maintenance records notices. NIRA recommends surcharges to cover the extra costs incurred by CTMA to perform the inspections be added to the billing for these customers. Office staff will send invoices to the Customers using QuickBooks.

##### CDBG Grant Applications

Pre-applications for both the Noblestown Road Sanitary Sewer Extension and the Summer Drive Low Pressure Sewer System were submitted to the Char West COG by the September 8, 2017 deadline. Full applications are due November 15, 2017. A decision on the applications is anticipated in late January or early February 2018.

Full applications were submitted to the Char West COG on October 23, 2017.

##### Manhole Repairs Contract (no change in status)

Independent Enterprises started work on the 2017 Manhole Repairs Contract on June 13, 2017. As of August 2, 2017, all manhole rehabilitation items are complete. Some minor restoration items remain.

No Partial Payment Application submitted this month.

##### 2017 Sanitary Sewer Rehabilitations

Insight Pipe Contracting, LLC has provided Contracts, Bonds and Insurance. CTMA execution of the Contracts is required. The contractor intends to begin work upon receipt of the fully executed Contracts.

Insight Pipe has completed all outstanding items, and has submitted Partial Payment Application No. 2 (FINAL) in the amount of \$3,505.78. NIRA recommends payment to Insight Pipe Contracting, LLC in the amount of \$3,505.78, contingent upon receipt from the contractor of the Contractor's Affidavit and Statement of Surety.

Upper Scotts Run Sanitary Sewer Extension – Phase 2

As discussed at the October Board meeting, the Solicitor has prepared a draft notification to existing residents within the project area. NIRA is revising the old set of plans to reflect the remaining portions that remain after completion of Phase 1.

Miscellaneous

Parkside Residential Subdivision (Hormel) (no change in status)

As of May 18, 2017, all of the Sanitary Sewer System for the Parkside Residential Subdivision is complete.

Flushing and video of the lines was performed on August 4, 2017. The video and reports were received and reviewed by NIRA, and a subsequent punch list of items was issued to the contractor on August 18, 2017.

Amalfi Ridge Phase II (Maronda Homes)

Foley Excavating, Inc. began work on the Amalfi Ridge Phase 2 internal Sanitary Sewer System on Tuesday, June 6, 2017. As of July 12, 2017, approximately half of the sanitary sewer system for this phase has been installed.

Sanitary sewer construction was completed in late October. Testing is ongoing.

Great Southern Shopping Center

The owner's engineer prepared a proposed remediation plan dated July 13, 2017. NIRA reviewed the plan and provided comments to the engineer on July 17, 2017.

The EADS Group has indicated that the timeframe for the proposed sanitary sewer corrections for the Great Southern Shopping Center was being coordinated with the new Fresh Thyme Farmers Market, and that they were awaiting the building permit for the Fresh Thyme building in order to provide an update. Sewage Facilities Planning Module approval from PADEP was holding up the issuance from the Township of the building permit. As the SFFPM approval was received on September 5, 2017, NIRA has again requested an update be provided.

A brief update was provided by Bryan Templin of Zamias Group on October 30, 2017, that contracts for the work have been sent to the owners for execution. An attorney for the owners indicated on October 27, 2017 that they expect to have the corrections and improvements completed by the end of 2017.

Prestley Heights LP, Phase III (no change in status)

The developer has been given notice of corrections needed to the sanitary sewer system prior to the maintenance security expiring on this system. The developer's contractor is in the process of ordering the necessary materials, and intends to begin work on the corrections in the next week or two.

The developer's contractor, Advanced Builders, Inc., has completed all manhole corrections as of July 28, 2017. Manhole vacuum testing was successfully completed on September 7, 2017. We are awaiting revised as-builts reflecting the vertical adjustments prior to recommending release of the maintenance security.

Revised as-built plans were received from the developer's engineer on October 26, 2017. NIRA reviewed the plans and finds them complete and acceptable. NIRA recommends release of any remaining maintenance security to the developer for the Prestley Heights Phase 3 Sanitary Sewers.

Baldwin Road Lateral Repair

On August 8, 2017, Miller Pipetech performed sewer camera testing services on Baldwin Road to investigate the source of high water flow entering the sanitary sewer system. It was discovered that the source was a broken lateral that was constructed to serve 195 Baldwin Road, which has never been connected to. The video from this investigation indicated a rate of flow much higher than that which could be attributed to groundwater infiltration.

For lack of response from PAWC through multiple attempts to get them to address an apparent water main leak, Gary Mancini Construction was consulted to perform a repair to the lateral to eliminate this source of inflow. This repair was completed on Wednesday, November 1, 2017.

Gary Mancini Construction has prepared an invoice for this work in the amount of \$4,400.00, which NIRA approves and recommends for payment. The payment for this work will be deducted from the Emergency Reserve Fund.

Boyd's Run Road Manhole

NIRA received a complaint of cars hitting an elevated manhole on Boyd's Run Road on October 3, 2017. This was during a time when cars were using this as a detour for the slide work that was taking place on Forsythe Road. NIRA evaluated the manhole and determined that the manhole could be lowered, but the work would need to be delayed until after the detour due to heavy traffic. Gary Mancini Construction was solicited to perform this work following the re-opening of Forsythe Road, and provided a quote of \$1,375.00. Work was completed on November 7, 2017. The payment for this repair will be deducted from the Emergency Reserve Fund.

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ADMINISTRATIVE COMMENTS:

- A. Office staff asked the Board to close the CTMA office on November 10, 2017 for Veterans Day. The Board agreed to close the office since the Township Offices are closed for Veterans Day.
- B. The Staff's Health and Eye Insurance was renewed for 2018. Health and Eye Insurance increased by \$48.34 per month.
- C. Review/Decision regarding the Township's Deduct Refunds for the Community Center and Kelly Park for 2017. Board decided to issue the refund.

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OLD BUSINESS: NONE

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PLANNING COMMISSION MINUTES: NONE

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NEW BUSINESS:

- A. Motion to accept and approve Resolution No. 11-09-2017-01 joining other similarly affected Municipalities to help create a unified approach to source reduction efforts and adopting the Source Reduction Study prepared by NIRA. On motion of Ruffennach, seconded by Fotovich, motion was accepted and approved. Motion carried.

B. Motion to accept and approve Partial Payment No. 2 (Final in the amount of \$3,505.78, contingent upon receipt of the Contractor's Affidavit and Statement of Surety, to Insight Pipe Contracting, LLC for the 2017 Sanitary Sewer Rehabilitations Project. On motion of Fotovich, seconded by Ruffennach, motion was accepted and approved. Motion carried.

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There being no further business to discuss, on motion of Fotovich, seconded by Ruffennach, the meeting was adjourned at 7:22 P.M. Motion carried.

Respectfully submitted,

Lori Thompson