

NORTH HUNTINGDON TOWNSHIP MUNICIPAL AUTHORITY
 WORK SESSION, DECEMBER 9, 2015, 5:30 P.M.
 YOUGHIOGHENY WATER POLLUTION CONTROL PLANT
 4222 TURNER VALLEY ROAD, NORTH HUNTINGDON, PA 15642

Roll Call:

Jeffrey Fisher	- Present	Michael Branthoover, General Manager	- Present
Todd Fry	- Absent	Christy J. Raspotnik, Finance Director	- Present
Timothy Hondal	- Present	Christopher Sanner, System Superintendent	- Present
Joseph Korenic, Jr.	- Present	Michael Henao, Asst. System Superintendent	- Present
William H. Miller	- Present	Daniel J. Hewitt, Solicitor	- Present
		David A. Coldren, KLH Engineers	- Present

Citizen's Input

There were no citizen's input.

Manager's Report

A tablet was purchased to test its use for the Board meetings instead of making paper copies. The agenda was downloaded so the Board could try it out. A total of eleven will be purchased; one for each person at the meeting. Portfolios will also be purchased as stands and for protection. A discussion was held to determine what else they could be used for.

There was a manager's and engineer's meeting at WWMA on November 5. Mike mentioned to Kevin Fisher he would like to speak with him about the WWMA capacity fee. NHTMA capacity fee is about \$200. WWMA's is \$1,500 but Dave Coldren said they include their interceptor, he looked at this when they first adopted the fee and will find those old files.

Michael Henao is working on getting information on employee safety in light of the events over the last week.

The Oliver properties on Route 30 and Center Highway were demolished. The one home was burned by the fire department and we discovered they hadn't properly capped the line. They had cemented off the floor drains in the basement. Chris is working with Mr. Oliver and the contractor, Glenn Mowry to make sure those are capped off properly.

The Hartford Heights force main information will be proposed by Dave.

Mr. Free came to the office to make a payment because his water was about to be shut off. He was yelling at Christy calling her a liar. He wanted to pay by check. Christy told him she could take a check but she couldn't authorize the water to be turned back on for 10 days until the check clears. We then called the water authority telling them not to turn the water back on yet. Mr. Free came back saying he was mad that we called the water authority. Christy stated she didn't call the water authority, but one of the office girls did. He was screaming, calling her a liar. The girls in the office called the police who came right up.

The county has not replied yet regarding the CDBG Phase 7.

Penn's Woods Phase 1 is complete with construction, all the vendors (and subcontractors) are paid except for Advanced Contracting. Attorney Adam Long indicated he may be submitting a bill as well.

Penn's Woods Phase 2 is done, the final pay request will be presented this evening.

The NPDES Permit has been submitted for Penn's Woods Phase 3. We also need the PennDOT Highway Occupancy Permit which Dave will be working on. Dave and Dan Hewitt will be working on the easements, there are about 30 easements needed.

Penoni & Associates is the engineering firm that did Express Scripts and the hotel by the Turnpike. They are now investigating a power plant across the river from the Yough Plant. This is all preliminary and they are talking about pumping to our plant and us treating their effluent. Then in turn they may purchase our effluent to cool their generators. The tap in fee is about \$7.7 million, the monthly fee is about \$107,000 and we could end up selling effluent back.

Resolution #7 of 2015 will replace Resolution #3 of 2014 which sets the minimum and maximum rates for management salaries. It is adjusted by the CPI-U. CPI-U October 2014 through October 2015 was .2% so that's very low.

Solicitor's Report

Shuster has completed construction of the Brook Haven line. The agreement is ready to convey the lines to the Authority.

The Alcosan paperwork was approved and has been sent in. Alcosan finally decided North Huntingdon Township, Monroeville and a couple other municipalities were not going to be a part of the project.

The McConnell Plan is being developed by Fred Crack, he's not ready yet but it's coming down the line.

There is an unreasonable resident in the Penn's Woods Phase 1 project, Mr. Miller. Red Rock will be at his property on Friday to look at his fence. Recently he mentioned the replacement of a tree that he was happy to get rid of in the beginning. Dan will be sending a letter the tree will not be replaced.

Engineer's Report

There is a proposal for the Hartford Heights Force Main Replacement/Relocation. It has had several breaks recently and in the past. It is about 1,500 feet in length. Dave met with Advanced Contracting on site to see how the line could be relocated. The estimate on the project is \$150,000 - \$175,000. The engineering fee is proposed at \$29,300 which includes everything from survey through construction phase. Construction would begin in the spring.

Finance Director's Report

Every month the e-billing numbers keep growing. There's now almost 1,000 signed up within six months.

There is a workplace safety meeting at the office once a month.

System Superintendent's Report

The SCADA System maintenance current provider, Control Tech Solutions is no longer able to provide service for our SCADA System. Chris has a service contract proposal from Elcon, they were a sub to Control Tech and are very familiar with our equipment. The previous contract was for \$8,000 a year for them to provide service for oversight, looking over the equipment, minor services and troubleshooting a few times a year. There was also an emergency call out program for during the day and after hours. The service contract with Elcon is for \$1,900 a year plus travel expenses. That gives us two eight hour on site visits a year to go through the entire system, troubleshooting, upgrading, problems and discussions. There is also a call out service for Monday through Friday for \$120 per hour and \$.67 per mile. Weekends and after 5:00 PM are \$155 per hour plus the mileage for a minimum four hour call out. Elcon provides service to a lot of authorities in the area such as Unity Township and Westmoreland Water Authority.

The Yough lab currently has a lab supervisor and a lab tech. Those are the only two individuals who can test any of the samples for the NPDES or Discharge Permit for the DEP. They are they only two individuals who are accredited through the lab accreditation program at the authority. We have run into issues at times with scheduling especially around the holidays. The supervisor and tech want to take the same days off. The sample days have to be moved around so all the

sampling gets done to meet DEP requirements. Adding another lab tech would give us another option instead of sending it to an outsource lab. Chris proposed training a current employee and using them as needed, but the employee would be paid the lab tech rate all the time. The job can be advertised and management can pick the individual, it doesn't have to go by seniority. The employee would have to be accredited and pass a proficiency test. The Board discussed the different options. Chris will get more information for the next meeting.

Assistant System Superintendent's Report

There was a DEP audit yesterday and it went really well, we should receive a report within 42 days. If there are any comments, we will have another 30 days to respond and create an action plan. The DEP commented it was the fastest lab audit they'd ever seen.

Michael has been looking into different companies that help create security and safety programs. They will tour the plant and office and will write down things that need to be addressed to be safer. They will meet with management. We would then receive active shooter training. Then, they will send us report with a policy that we would start implementing at the plant and the office. The prices range from \$2,500 and \$3,800. The Board discussed options and the possibility of moving the office to the plant for more security.

Adjournment

The Work Session adjourned at 6:45 PM.



William H. Miller, Secretary