

NORTH HUNTINGDON TOWNSHIP MUNICIPAL AUTHORITY
 WORK SESSION, DECEMBER 14, 2016, 6:00 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
Thomas Hempel	- Present	Christy J. Raspotnik, Finance Director	- Present
Timothy Hondal	- Present	Christopher Sanner, System Superintendent	- Present
William H. Miller	- Absent	Michael Henao, Asst. System Superintendent	- Present
		Daniel J. Hewitt, Solicitor	- Present
		David A. Coldren, KLH Engineers	- Present

Citizen's Input

Commissioner Herold was in attendance, he wished everyone a happy holiday. He also saw that we came up with a safety manual and that is a great thing. He was on the safety committee when he worked for PennDOT. It's good for the workers because you want everybody to be safe, he gives NHTMA a lot of credit because the township doesn't currently have one.

Manager's Report

There was an article in the Trib about the PWSA sewer and rates for 2017-2018. It highlights NHTMA's proactive approach. PWSA is raising rates 11% for sewage alone in 2017, raising water approximately \$10 a month in 2017 and 2018. They are anticipating spending about \$100 million in capital funds this year, they will need to borrow about \$46 million just to keep afloat. The Capital Improvements line item on our bill is what funds and drives our capital plan. Christy is going to talk about how much we've generated in revenue through the capital improvements line item and the amount of projects we've done since then during her report.

We received a thank you letter to the Board of Directors for your donation that was made in memory of Chris's brother-in-law, Jarrett Hutton's charity, Love of Life Foundation. That's in partnership with the Community Foundation of Western PA and Eastern OH.

Once the new appointments are made by the Board of Commissioners, the Board will need to reorganize.

WWMA is increasing rates for all customers in the Cavittsville/Aradara area specifically the ones that would be our customers if the purchase of the line and pump station goes through however we don't know if that's going to go through at this point. The total annual increase to NHTMA is going to be \$4,788.36, it will be easily absorbed through our operating budget.

Solicitor's Report

Attorney Hewitt and the staff attended a meeting at the properties on Clay Pike and North Street. There is a dispute over a shared sewer line. It appears it has been resolved with much angst. The last we heard the easement was being signed to allow it to happen.

There are a couple items to be acted upon. Mike had tracked down a line at Jim Shorkey that was relocated in 2011 but had never been conveyed. The conveyance agreement is out right now for signature. We will be asking the Board to approve that tonight so when it comes in we can get it done.

The resolution has been prepared to adopt the policy for the Fats, Oils and Greases (F.O.G.) rules and regulations.

Engineer's Report

Penn's Woods Phase 3 Change Order #1 will adjust for the final project quantities. The contractor was paid for everything that was installed, the biggest savings was on the stone. We had anticipated about 2,200 cubic yards and they installed about half of that. There were also savings on state highway road restoration. Approval is being recommended of a deduct change order of \$120,762.42. That project came in at \$672,000 versus \$793,000. It also includes a seven day time extension.

There has been some conversations with the Conservation District regarding Markview Manor Phase 1. The project is going to be separated into two phases, two separate contracts. Keeping the disturbed area below an acre allows us to avoid having to acquire an NPDES permit. We'll be looking to advertise for bids in February or March.

Preliminary comments were received from DCED regarding the PA Small Water and Sewer Grant Application to sewer Wallace Drive. That's a good sign that they are looking at it. We've responded to their comments but heard they are not making awards until March 2017.

The Basis of Design Team is headed to Kiski Valley to look at some headworks equipment for the Basis of Design Study.

There was a progress report due December 1 for the Alcosan Consent order which was submitted. The next deadline will be August or September 2017. One of the requirements of 2017 will be to adopt a lateral inspection resolution which we've had since 2008.

System Superintendent's Report

The new hires started and they are doing quite well and getting into the system of what we do every day.

The Northview Drive sewer line repair is complete and restoration is done as well. We'll go back and look at it in the spring to see if there's any settlement and if it needs any touchups.

Assistant System Superintendent's Report

We've received our second set of results for our WETT tests, they were sent to DEP. He has been working with the lab area of DEP since this is his first year applying for a permit as a manager. They have increased their parameters for lab managers. They require more education and extra background checks. Our results all passed.

There was an article the DEP was cracking down because they found people applying for lab supervisor or manager who did not have the qualifications they submitted. They've been pulling lab supervisor certifications. Chris spoke with Environmental Lab Services who we contract to do come of our samples. They had been getting a lot of extra work because of this.

Finance Director's Report

December 1, 2016 we changed to a new credit card processing company. The fee for our monthly customers is going to save them about \$.75 per transaction. It integrates with our billing software so there will be less chance of error.

NHTMA started the separate line item of Capital Improvements in 2005. Since then the revenues generated are \$17.5 million. We've spent \$15 million through the end of November 2016. We've done projects in Penn's Woods and Country Hills, the Hartford Heights Force Main and purchases of larger equipment all are paid and funded with Capital Reserve dollars.

Adjournment

The Work Session adjourned at 7:23 PM.



William H. Miller, Secretary