

NORTH HUNTINGDON TOWNSHIP MUNICIPAL AUTHORITY  
 WORK SESSION, FEBRUARY 11, 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 M. Fry	- Present	Charles J. Gilbert, System Supt.	- Present
Timothy J. Hondal	- Present	Christy J. Raspotnik, Finance Director	- Present
Joseph M. Korenic, Jr.	- Present	Christopher Sanner, Asst. System Supt.	- Present
William H. Miller	- Absent	Daniel J. Hewitt, Solicitor	- Present
		David A. Coldren, KLH Engineers	- Present

Mr. Hondal welcomed new board member, Jeffrey Fisher to the Authority.

**Citizen's Input**

There were no citizens present.

**Manager's Report**

Mr. Branthoover, Mr. Coldren and Attorney Hewitt met with Tom Ofchinick of Bentley Contracting and his attorney, Mr. Adam Long to discuss what's going on in Penn's Woods Phase I which will be discussed in executive session.

Mr. Gibala has submitted his letter of resignation and will be effective February 25, 2015.

The hearing was held last month with District Justice Weimer for Janelle Krusper of 1980 Colleen Drive. He gave her 90 days to repair. She had two tests scheduled to recheck her line and she has cancelled them both. She has them rescheduled for Friday.

Delinquency is down 2.15% since May 2014. When she took over, Kelli was asked to be more diligent and aggressive in collections. Christy has been working with her. She was given a letter of accommodation because she's been doing an outstanding job. Kudos to both of them.

On Bridge Street there is a property almost into Irwin where the cemetery is. There is a little house and a garage there and they have a septic system that is failing. The home is about 400 feet from public sewage. The estimate is about \$42,000 for us to install a sewer line and is not cost effective for us. The home owner has been told they need to extend the sewer line at their own cost and we would help them obtain a right-of-way. They want to go between two properties. The one homeowner is satisfied with what they offered him. The other homeowner is not satisfied and expects a little much. We are going to stay out of it until they need the right-of-way.

A permit was purchased for the Voila property on St. Nikolai Drive in 2008. They tapped in illegally and have been paying a water bill but not sewage. The back bill is around \$3,000. The owner was surprised because he thought the sewage and water was combined. They've had water service to the home since April 2009. We offered to extend the payment deadline until the end of this month. If they don't contact us or make arrangements we are going to start hitting them with penalties.

The Hampton Inn Project is going forward. The tap is \$165,000 coming within the next month. The developer's agreement was done about a year ago.

The 2015 PMAA Board Member training is in March if anyone is interested.

Reorganization nomination will be done first thing at the regular meeting.

Approval will requested to extend the standby bond purchase agreement through PNC. This year's rate is .85 basis points. Last year it was .60. This was a swaption that we did several years back.

The Assistant System Superintendent advertisement is complete.

The Penn's Woods Phase II schedule. Dave is going to request permission to advertise which will go out on the 25<sup>th</sup>. At that point we'll want to send letters to the residents. The Board is invited to attend. Then easements will need to be obtained. Bids will be opened on April 3 and award at the April meeting. A dig date of May 1 is anticipated.

### **Solicitor's Report**

There are several cases for people to repair and they have been given until the end of March. There is one owner with two properties who will be done by the deadline. There is a second homeowner who will also be done. There is third homeowner who we have not heard from.

### **Engineer's Report**

The Penn's Woods Phase II Project road restoration agreement with the township was reviewed. The estimate is \$88,427 to do the complete restoration of the area. The Authority would make a payment to the township in that amount and it would allow our sewer contractor to repair the trench in binder then the township will come in a year or two later and resurface the road. Once our Board approves it then it will be taken to the commissioners.

A comment letter was received back from the county on the NPDES Permit regarding Penn's Woods Phase II. The issues were addressed and sent back to the county. Permission will be requested to advertise. The estimate is around \$1.1 million.

Authorization will be requested to advertise Contract 2015-1. There were 67 people qualify for the grant. Those were televised and 48 need to be replaced. In addition to that, there are about 10 inside traps that need to be removed. The laterals in addition to the traps and restoration amount to about \$240,000. The grant is only \$132,000. Mr. Coldren spoke with Terry Antonucci at the county and asked if we could possibly split the group to do half this year and half next year. Terry said it may be an option but he wanted to check to see if they had any more money.

Productivity had increased on Penn's Woods Phase I and he is at 55%. The contract time is about 80%. He was doing about 40 feet a day but is now doing about 80 feet a day.

### **Financial Director's Report**

The utility billing software is moving along. Christy and Kelli met with the developers and discussed everything we do and need. They are hoping we are up and running by the beginning of April. They are trying to save us money so we don't have to pay maintenance with our current software.

S&T Bank brought to our attention a service called Positive Pay. There has been a lot of fraudulent activity with businesses. People have been duplicating checks and there's one business that's had \$1 million in fraudulent checks. This service is \$50 a month and \$0.08 per check. We do less than 100 checks a month so the total would be less than \$58.00 a month. With this service, they would pay only the checks that we give them a list of.

We recently started doing remote deposit with S&T Bank. This eliminates going to the bank every day, copying checks and stamping checks. It's going well.

The electronic deposits with S&T Bank hasn't started yet. There was something wrong with the paper work and it had to be resubmitted.

There was \$6,000 left in the budget from last year along with \$4,000 in the budget for miscellaneous. This should be enough for all new furniture in the Board room.

### **System Superintendent's Report**

U-Haul is still an issue. We are going to give him until the weather breaks.

### **Assistant System Superintendent's Report**

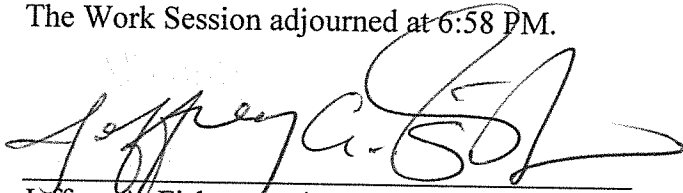
The contractor who relined the manholes has not been able to get back here to finish the last two manholes yet. They have been paid for the work they've done. Chris would like to extend their deadline and add coating to some of the manholes.

All the plant and lab data was compiled and sent to Dave for the Chapter 94 Report.

The 2014 sludge information was put together and the EPA Sludge Report was sent to them at the end of January.

**Adjournment**

The Work Session adjourned at 6:58 PM.



Jeffrey A. Fisher, Assistant Secretary/Treasurer