

NORTH HUNTINGDON TOWNSHIP MUNICIPAL AUTHORITY
 WORK SESSION, JULY 13, 2016, 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	- Present	Christy J. Raspotnik, Finance Director	- Present
Thomas Hempel	- Absent	Christopher Sanner, System Superintendent	- Present
Timothy Hondal	- Present	Michael Henao, Asst. System Superintendent	- Present
William H. Miller	- Present	Daniel J. Hewitt, Solicitor	- Present
		David A. Coldren, KLH Engineers	- Present

Mr. Fisher arrived at 5:35 P.M.

Citizen's Input

There were no citizens present.

Manager's Report

Bridge Street is done.

There was discussion regarding methods of permanently marking and locating force mains.

The Fiscal Year 2016 Year End audit is complete. They noted how smoothly things went and how organized our information was. Kudos to Christy!

Management met with KLH to discuss the Basis of Design Study and the Yough Plant Long Term Control Plan.

The Public Officials and Property & Liability Insurance has been discussed over the past couple of months. Authorization will be requested to renew the Property & Liability insurance through MRM Property & Liability Trust in the amount of \$107,191. The last renewal was \$107,748. It's gone down because of the sale of the jet truck and depreciation of other assets.

Authorization will also be requested for Public Officials insurance through Darwin National Insurance Company. The amount is \$6,287. Lasts years amount was \$5,966. Both policies cover the period of July 15, 2016 through July 15, 2017.

The contractor is on site at Penn's Woods Phase 3. They are cutting the road for excavation and cutting trees.

A pre-construction meeting was held with Superior Utility Excavating on June 14, 2016 for the Hartford Heights Force Main. Unfortunately, Superior ordered the wrong pipe material to do the job so they are in the process of acquiring the right material. The pipe was delivered this week, they should be on site by the end of the month and anticipate being there for one to two weeks.

The pre-construction meeting was held on July 7, 2016 for the CDBG Lateral Phase 7 project. They are planning to start August 1, 2016. The Notice to Proceed will be dated July 15, 2016 and the clock will start ticking. That will give him until the end of October.

Management would like to have a booth at the Township's Summer Celebration. The cost for the booth is \$150. There is \$4,500 budgeted for public relations. We'd like to give the public a chance to see what we do. We don't want to get into talking about rates. Board Members are urged and welcome to come.

Solicitor's Report

The developer has now completed the facilities at Indian Lake. The Right-of-Way will be recorded and the conveyance documentation will be executed.

WWMA continues, and we're working to get all the documentation together.

There have been a couple of properties that are in violation, particularly the Avis property on Route 30. A letter had been sent to them regarding bubbling sewage. They've got a right-of-way onto the adjacent property and were blowing out of one of the cleanouts. They had not responded in a timely fashion to the letter so they received a certified letter from Dan and they called Mike right away. They claim it will be done in two or three weeks so we'll look at it again at the end of the month.

Engineer's Report

The Huntingdon Marketplace submitted a Sewage Facilities Planning Module. They are looking at purchasing EDU's and will have 15 to 17 store fronts including Petco, Michael's, a shoe store, Sally Beauty and maybe a Chipotle. Everything appears to be in order with the application so it will be sent to the Township for their approval, then it will go to Western Westmoreland and then the DEP. We'll allocate taps from our 2016 allocation plan.

There was discussion about Penn's Woods Phase 3 and the work that's been done so far.

Finance Director's Report

There was a previous comment about our actuals that were paid to WWMA so she's been keeping track and it amounts to just slightly under \$50,000 additional for the quarter. If it stays as is, it will be a \$300,000 increase over last year.

System Superintendent's Report

The Falcon Ridge letters went out for the night flow testing. Letters were sent to all the residents in the area of Falcon Ridge and Park Meadows. One or two days before, they are going to post the homes closest to the manholes that will be tested.

The digester cleaning for the year has been completed on digester #1.

Michael has contacted Lone Pine for them to do the inside pipe restoration that is in the capital improvement budget.

The next section of SCADA system upgrades is being started. Elcon is going to be moving to the Indian Lake and Stewartville Pump Stations next. Then the small stations will be done at the end.


Assistant System Superintendent's Report

There was a non-compliance violation on May 17, 2016. The sample would've been taken on May 16, 2016 for the fecal MPN. The reading was higher than 1000 which is our limit between May and September annually. The violation was filed right away and we didn't receive any fines. A discussion ensued regarding what caused the problem.

The monthly safety talks have started both at the office and the plant.

Adjournment

The Work Session adjourned at 6:25 PM.



[Signature]
Secretary