

NORTH HUNTINGDON TOWNSHIP MUNICIPAL AUTHORITY
 WORK SESSION, OCTOBER 19, 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
Thomas Hempel	- Present	Christy J. Raspotnik, Finance Director	- Present
Timothy Hondal	- Present	Christopher Sanner, System Superintendent	- Present
William H. Miller	- Present	Michael Henao, Asst. System Superintendent	- Present
		Daniel J. Hewitt, Solicitor	- Present
		Sam Gibson, KLH Engineers	- Present

Citizen's Input

Lawrence Sites – 13511 Ormsby Drive

Mr. Sites was not there to complain. He's involved in the project where the new sewage line is being put through. When this first came up and he went to the meeting at the Townhouse, Chris, Michael and the engineers explained everything that could happen to his property, driveway and sidewalk. He was aware of that and there were no problems. When the contractors started working, they also gave him the same understanding of what was going to happen to the property. They said everything would be put back at least the same if not better. These people have kept their word. These contractors are the most professional people he's ever talked to. They are the most skilled and he's had a lot to do with contractors. They tore out part of his driveway and part of his sidewalk and it's already put back and it looks beautiful, better than he ever had it and he's been there 11 years. He takes pride in his yard and cuts his grass two or three times a week. He's retired and 75 years old so what else does he have to do. He takes care of his rosebushes and whatever. He's proud and proud to live in North Huntingdon. He lived in Wilmerding for 26 years but he's glad to be out there now. He's never had a water problem but now he is. When they started on Colonial Manor and started coming down to his property, all the sudden his property has water oozing up like a river which he's never had before on the left side, Colonial Manor side of his property. He is asking the Board to give him side kind of relief. Maybe a pipe can be installed to run that water down to the basin at the end of his property. He asked the contractor if they saw a spring, but they said they didn't. One guy said when they opened the third house down, there was a lot of water rushing through there. Something might have been disturbed. He's asking if something can be done and now is the time to do it. The ground has not been put back but they are going to do it next week. Once that's done it would have to be dug up again. Just slip a pipe in there, right to the end. He thinks he wouldn't be very expensive and he'd appreciate if we could help him out.

Chris and Michael have been out to the property and met with Mr. Sites, the contractor and Tom Morocco. The water authority was out and tested the water. They thought it might have been coming from the neighbor who is right above him. They determined there is no leak in their system. They're not seeing any chlorine and it does have some minor fecal in it which ground water does have from time to time. It's not sewage or anything like that. Chris has talked to Dave Coldren on this matter and he's contacted Andrew Blenko. There is a storm sewer at the corner of Ormsby and Colonial Manor Road on Mr. Sites property and we're trying to get approval to put a pipe in and tie it directly into the storm system to relieve this issue. We're waiting for Andy and the Township to get back to us to see what avenue we're going to make the proper repairs.

Mr. Hondal asked how the ground water would be collected.

Chris replied they would use a perforated pipe and a stone bed down deep enough so they could put six to eight inches of top soil on top of it. This was one of the first bursting pits, where they had dug the hole to put the machine down in to drag the pipe up through. When that much of the area was disturbed, that's when the ground water started coming up.

Mr. Branthoover said we contacted the Township about three weeks ago. The Board will discuss it and Mr. Branthoover will get back to him.

Attorney Hewitt said the Township was contacted because they are in charge of storm water controls. We have to follow up with them ASAP.

Mr. Branthoover asked for Mr. Sites phone number and thanked him for his kind words.

Manager's Report

The website photo of management was taken and posted on the website.

The Township has prioritized our lateral replacement phase 8 as priority number one. The application is in to the county and we're just waiting to hear back.

The lateral replacement phase 7 is done. There are some minor punch list items as far as restoration is concerned.

Markview Manor phase 1 is still in the design phase. Dave is trying to get the contours finished up for the base layer. Once that's done we want to get rolling so we can submit permitting to the county conservation district and also the DEP.

Penn's Woods phase 3, all the pipe is in the ground and all new manholes are installed. They are now working on restoration.

We received notification from the state that Robbins Station/Ridge Road will be repaved. Chris and Michael put the guys on it and they inspected all the manholes and adjusted all those that needed adjusted. They did a fantastic job!

The WWMA's second rate increase of \$2.50 went into effect October 1, 2016. We budgeted for that financially so we are in good shape.

Management performance evaluations are underway and will be done prior to the December meeting as usual.

There are a couple homeowners who may come to the Regular Meeting for Citizens Input. The first homeowner is Cindy Iraci of 1040 Robbins Station Road. She applied for a certificate and use occupancy permit April 20, 2016 with the Township for a home occupation beauty salon. We were notified by Tom McGuire of the change in use therefore we changed her billing from residential to commercial. Unfortunately she says she filled a swimming pool this summer and she is looking for relief. Being that it's commercial, if there is a credit issued by the water authority, we in turn will do the same. She thinks it's unfair that since she did the right thing by going through the Township she's now being penalized for it.

The other homeowner is Mr. Brian Gamble of 11930 Palomino Court. He spoke with someone from the office Monday afternoon regarding the lateral testing needed for home sales and refinancing. He's not happy about the regulations and may attend the meeting.

The employee appreciation luncheon the Board suggested last month was organized by Christy and was held on October 7, 2016 with the Colonial Grille Catering. Christy did a nice job and everybody was very appreciative and said thank you to management and the Board. There is a thank you letter from the Union to the Board.

This was mentioned last month we discovered at Shorkey Kia a line that was never conveyed. Chris and Michael checked the grit pit at the garage and it's in good shape. The guys televised the line and they are satisfied with the condition of the line. A letter was sent to Shorkey requesting them to provide us with certified as-builts and if they were unable to provide them that they could have KLH do it at a cost to them.

The 2017 healthcare costs have gone up an average of 4%. We account for that annually in the budget so we're in great shape. We also have a rate mitigation account with MBS. Because they are self-insured, they can offer us dividends and perks for participating in their wellness screenings. Just this Tuesday we had a wellness screening. The employees and their spouses can come in and have their blood tested.

A representative from Walgreen's also came in and gave flu shots. It was no cost to us and it helps put money in our rate mitigation account. Right now we have unrestricted dollars of \$7,880 that we could use toward paying down the premium in the fourth quarter of any given year. The recommendation is to sit tight on that because right now with the political environment we don't know what's going to happen with the ACA and healthcare laws things could change drastically. If we budget next year and do a good job with our budgeting and we see that something has really gone awry or something is coming, then we can use that unrestricted dollar amount to pay down premiums at that time.

The Safety Manual is in the meeting book for the Board to view and discuss.

Solicitor's Report

There will be several action items that are going to come before the Board tonight. The first is the records destruction. Every year or so we follow through under the state guidelines and adopt a resolution allowing certain records to be destroyed. This time it's journals from 2008 and 2009 and employee applications from 2014.

There are conveyance documents from the Villas of Buena Vista that is the conveyance of sewer lines and facilities over to the authority and will have to be recorded.

There is a proposed condemnation on Northview Drive. There was a problem with fill slipping and taking out a sewer line that was serving two houses. The problem encountered was the property was owned by Mr. Hartland who has been deceased since 2008. This wasn't in the wife's name so it needs to go through a probate estate. The wife has beginning onset alzheimer's so she's been fuzzy when the guys went to visit. One of the daughter's thought she had a power-of-attorney which is no good. We are going to have to do a condemnation to move the line.

Huntingdon MarketPlace has a Commercial Tapping Agreement and Developer's Agreement which have been signed and returned to us. They don't have to be recorded but kept for our files pending further activity.

We've continued to work on the grease trap and FOG regulations which were sent to him in mid-July. In mid-September a draft was finalized and that's coming along.

The WWMA project continues to move forward. He is dealing with Alcosan to remove WWMA out of the agreement we have with them. The Seventh Amendment is done and the DEP portion is done. The railroad is ready to go but the HOP is never going to happen.

Engineer's Report

The resolution for the PA Small Water grant will be presented for signing. The application was for a grant in the amount of \$127,500 for the Wallace Drive Sewer Extension Project.

A final contract close out Change Order for the Hartford Heights Force Main Replacement/Relocation. Some additional road restoration was done on Route 30 and Glendale Drive and also installed a shut-off valve at the pump station on the force main. The total of those two is \$5,474.05. That will be presented for execution during the regular meeting.

System Superintendent's Report

The Authority would like to replace Mr. Wilcox with a new employee. Last month it was mentioned that we would like to hire two new employees instead of just one. The Board had requested more information to see if the Authority would be able to support another employee. The management team worked together and put together a staffing analysis to support the need for another new employee.

Assistant System Superintendent's Report

July of this year started the Safety Committee with Christy. About a month ago they started looking into getting the safety committee certified. He was in contact with PA Department of Labor and Industry who gave directions of how to properly do the certification for the committee. It will be about a six month process. We have to prove we are taking the right steps required to be certified. The plus is that it will provide us with a 5% discount on our insurance. Workers compensation insurance company also provides classes for the committee.

Finance Director's Report

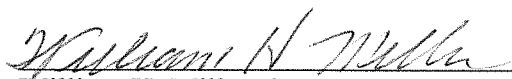
Hartford Heights Force Main will be presented for approval in the Capital Reserve in the Regular Meeting. We're actually about \$40,000 under budget of what was anticipated.

We've been with ServIt for maintenance on our printers for years. We bought a copier from another company, ComDoc and they also offer this service. We used to pay ServIt an average of \$2,000 a year. ComDoc provides maintenance and supplies and we pay only \$60 a month.

Adjournment

An Executive Session was held from 6:12 until 7:18 PM.

The Work Session adjourned at 7:18 PM.



William H. Miller, Secretary