

NORTH HUNTINGDON TOWNSHIP MUNICIPAL AUTHORITY
 Work Session, February 2, 2011, 5:30 P.M.
 North Huntingdon Township Town House
 11265 Center Highway, North Huntingdon, PA 15642

Roll Call:

Andrew Blenko	- Present	Kate Petrosky, Manager	- Present
Edward P. Shields	- Present	Donald J. Snyder, Jr., Solicit	- Absent
Drew Polczynski	- Present	Daniel J. Hewitt, Solicitor	- Present
Timothy J. Hondal	- Present	Chuck Gilbert, System Superintendent	- Present
Joseph M. Korenic, Jr.	- Absent	David A. Coldren, KLH Engineers	- Present
		Michael L. Branthoover	- Absent

The Work Session of the North Huntingdon Township Municipal Authority was called to order at 5:30 P.M.

Citizen's Input –

No citizens were present.

Manager's Report

The Board discussed the Reorganization and what to do due to the absence of Mr. Korenic. They decided to keep the officers as they are currently.

The issue of Discontinuation of Billing Policy hadn't been resolved from last month. The resolution proposed seemed too far out in left field that it would discourage people from doing it. It was questioned if there should be a minimum charge to support the system even if they do disconnect. Debts, administration, insurance, fleets and vehicles still have to be paid. There needs to be a consensus which way the Board wants to go if they want to change the policy. Currently policy is to stop billing once they take the toilets out and sign a release stating they understand they must let us know to start billing again when they reinstall the facilities. If somebody is caught in between they are back billed to day one. As of November 2010, there were 101 inactive properties. 53 were demolished, 5 were consolidated or incorporated into adjoining property and 43 fell under the provisions of the current policy. The Authority gets notice from the water company if the water is turned back on officially. The option of a plug at the site was discussed but there was concern that if it was made too easy too many people would want to disconnect. It was decided that the disconnect billing policy would stay as is but it would be revisited if consumption billing was looked at again.

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The Parkside Pump Station parcel is the vacant parcel that Mr. Staso has built an access road on and would like to have an easement. This parcel used to have our pump station on it. It was demolished and a gravity line was run down to Stewartsville. The Township has now given confirmation they are not interested in putting in detention ponds. Easements must be retained for storm and sanitary. It was recommended that it be advertised for sale as was done for Ivanhoe. The only real issue is that the access road that Mr. Staso has put in without the Authority's permission. He may want an easement before it's sold. There is no reason to do that. Kate would like permission for Dave to go in and do a full survey and show the easements. The cost of the engineering would go towards our minimum price. Once we have that and have a plot plan, we can ask Mr. Chapman to give us a formal appraisal and then we can sell the property. The property is just less than two acres, 74,000 square feet. Dave spoke with the surveyor and priced it up and for \$1,800 they can set all six corners that need to be set. A good bit of background work has already been done when relining the Highland Terrace force main.

Kate would like to have the March meeting at the Yough Plant. She would like the Board to be able to see where Dave and Chuck are proposing that the Pole Building go in. There were questions where it was going to be located and concerns whether there was enough room.

In December when the Board did the salaries for Management, they also asked to redo the salary scale resolution and up everything by two percent. When that resolution was done, it had already included language that would automatically be done based on the CPIU for the previous year. "The number utilized shall be for the period ending in January of the current year and shall measure the previous 12-month period. If it was raised two percent, it might be actually higher. Back in August it was at about 1.8%. The Board decided, since they've already decided on what basis to raise it and since it's already established, use the 1.8%.

The Act 537 Plan has been ready to go for over a year. Dave had sent it to WWMA, Sewickley, Hempfield, DEP and he set a deadline. No one has done anything. There is a sizable reimbursement from DEP of about \$130,000 once this is approved. That's the money that was spent on the GIS. Kate reminded DEP and Dave sent certified letters to WWMA, Sewickley and Hempfield giving them a March 1 deadline. If they don't respond we need to go forward and set up a meeting with Township and get this moving.

The Statements of Financial Interest were distributed and need to be returned so they can be given to the Township by May 1.

There are about 10-12 old auto dialers at the Yough Plant that were removed from the pump station when the SCADA System was put in. The Authority tried to sell or trade them into Craig Johnston but he has no use for them because they are old. They are about ten years old. Kate requested if she could have one auto dialer for her Perry Township Authority. The Board decided that was fine and suggested maybe trying to sell one on eBay.

Solicitor's Report

The SWAP is moving forward and they are coming in with the paperwork. They decided that they don't need to have the Township approval because they approved everything back in 2005.

The Authority has been trying to get the paperwork on the Linmore Drive properties from Hempfield for nearly a year. Those are the Authority's customers at Hempfield's request but Hempfield went ahead and sent out tap notices and collected tap fees. The tap fees have not been turned over and have not given copies of the tap permits. Dan and Don have been able to get copies of the tap permits. Their tap fees are much lower. Hempfield is going to cut a check so far for ten permits, the eleventh is pending. The Authority will either get the \$25,000 or \$26,000.

Mt. Ridge is being finalized and the Authority will be getting hopefully almost or all of the balance of the escrow from the bank. There is going to be \$2,800 the bank is going to pay because of its failure to hold the bond they were supposed to.

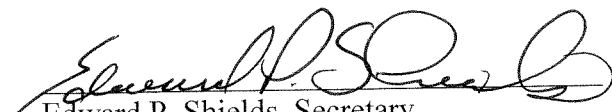
Engineer's Report

There was bid opening on December 22, 2010 for the laterals, phase three project with the county. Border Patrol was the low bidder. Their references have been checked. They've done work for Shaler and some other local places. It is ready to be awarded after the County's review. Per the contract documents, the bids can be held for 60 days. Border Patrol and the second lowest bidder have been asked for letters stating they would hold their bids for an additional 30 days. Both contractors have agreed to do that.

Mr. Hondal asked when was the last time the Authority took any bids for emergency work performed like Brentzel is doing on Nicole Drive. Mrs. Petrosky replied if the solicitor and engineer believe it's an emergency project, the Authority does not take bids. Mr. Hondal asked when is the last time we bid a package to available contractors to provide us cost for this work. Mrs. Petrosky replied she doesn't think we've ever done that. Mr. Hondal requested feedback from the Board. He thinks that needs to be looked at. Every other industry does it, whether it's decided it should be done by cubic yard of excavation or lineal foot or hourly rates of equipment. A scope of work should be prepared and a bid put out maybe for 2012.

Adjournment

The Work Session adjourned at 7:00 PM.


Edward P. Shields, Secretary