

NORTH HUNTINGDON TOWNSHIP MUNICIPAL AUTHORITY
 WORK SESSION, FEBRUARY 1, 2012, 5:30 P.M.
 YOUGHIOGHENY WATER POLLUTION CONTROL PLANT
 4222 TURNER VALLEY ROAD, NORTH HUNTINGDON, PA 15642

Roll Call:

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

The Work Session of the North Huntingdon Township Municipal Authority was called to order at 5:37 P.M.

Citizen's Input

No citizens were present.

GIS Demo

Mrs. Petrosky said that at the last meeting the Board had asked about the status of the GIS system. KLH's staff just finished identifying and naming all the manholes within the system. Ryan Fonzi has been putting together and merging our data with the Township's.

Mr. Fonzi introduced himself and noted that he has been working with the Township for almost six years working on the GIS. The Authority's project is very similar to what they run in the Planning and Zoning Department. Mr. Fonzi gave a detailed demonstration of how the program works, the information that it contains and its additional capabilities.

Manager's Report

Mrs. Petrosky reported the requests for easements were sent out for Country Hills and Emergency 2. The deadline is next Friday, February 10. About six have been received out of nearly thirty.

Mrs. Petrosky advised that the Statements of Financial Interest need to be completed. They must be turned in to the Township by May 1.

Mrs. Petrosky stated that the Management Sick Leave Policy is on the agenda. She passed out copies of the Township's policy. Mrs. Petrosky also passed out copies of the current union contract. There are at least four different issues. The first is if there should be a set number of days or not. Second, if a certain number of days are granted, should they accumulate and if so how

many? Third, if they are accumulating is there a buy back and if so at what rate? Fourth, if the policy is changed, how would that effect current management who has sick leave in their bank?

The Board entered into a detailed discussion of the various options and their individual thoughts and concerns.

Mr. Gilbert stated he probably has as many sick days as is possible. He started collecting sick days because they didn't have disability in the beginning. Disability covers him but what if something happened to his wife or kids? He wouldn't be covered by disability for his wife or kids.

Mr. Branthoover said when he worked for UPS there was no carryover and they paid you at the end of each year for unused days. Therefore, you got paid at that year's rate.

Mr. Korenic asked if we forecast the buy outs for accumulated days in the budget process? Mr. Branthoover replied that they consider everything including employees retiring and what effect it's going to have on the budget. Mrs. Petrosky said the auditors also look at those numbers as a potential liability so that is taken care of in the financial statements.

Mrs. Petrosky asked what the Board's next step is?

Mr. Blenko said the limit right now is 65 days. We could set a new policy going forward for 2012 that minimizes that. He thinks there should be some that can be banked. Mr. Hondal suggested being able to carry over ten days maximum from year to year. Mr. Shields said he didn't mind days being accumulated for family emergencies but he didn't like them being banked to be paid at a lump sum for retirement. Attorney Hewitt said judgment can't be passed so if any days are accumulated they would have to be paid for.

After further discussion, the Board agreed on keeping the 10 sick days a year and the ability to accumulate up to a total maximum of 30 sick days.

Mrs. Petrosky asked when it starts, who it will affect and what if she has someone from management who decides to retire next month?

Mr. Shields replied that's the next question. The policy needs to be finalized from here going forward then that can be addressed.

Mrs. Petrosky asked how the new policy affects Chuck?

Mr. Hondal said he thinks they just say from this point forward.

Attorney Hewitt suggested buying 35 of the 65 days he has accumulated to bring him down to the 30 days that's allowed.

Mr. Hondal said he thinks they shouldn't take away what they have now, but going forward the new policy will be established at \$50 a day. He can't see penalizing the current employees.

Attorney Hewitt said he would put it in writing for the Board to review.

Mrs. Petrosky has been working on the tap fee survey due to the question of whether or not separate tap fees should be charged for Brush Creek versus Yough. There are not many other authorities that have flow that is treated at more than one location. Penn Township has three treatment facilities and they charge the same rate for everyone. The first person she spoke with was Jim Brucker at Franklin. All of his flow is treated at Franklin and he brings in other municipalities. Jim was on the committee that wrote the tap fee legislation and said what NHTMA is doing is permissible because we charge the same monthly rate to all our customers as well. Mrs. Petrosky plans to have the survey completed next month.

Mrs. Petrosky said the PMAA is checking to see if they can find anybody that is offering insurance on sewer lines.

Mrs. Petrosky reported she hasn't heard anything back from Mrs. Sullivan on our offer to let them use their own engineer.

Mrs. Petrosky reported Chuck and Andy have been involved in a focus group dealing with lateral inspections. That led to a request from the Western Section to hold one of their plant tours at our plant. It will be on May 18. There will be a plant tour in the morning then they will go out to lunch for a business meeting.

Mrs. Petrosky said she slipped up on the surplus equipment bids and did not notify the fire companies ahead of time of the equipment being offered for sale. She was able to talk to Circleville, Westmoreland City, Strawpump, Larimer and Hartford Heights. None of them seemed interested. Several bids were received on both vehicles. The high bid on the Ford Ranger was from United Towing for \$1,651.50. The high bid on the John Deere was \$6,501.

Solicitor's Report

Attorney Hewitt stated the Christopher Estate claim ended up in court, and the Authority's claim was not reduced.

Attorney Hewitt reported that Mike, Kate and he met with Joe Miller and Mike McCaig from PNC Bank regarding a new and innovative way to change our SWAP deal that may protect us and save us money. We would like something in writing for the Board's review but haven't received anything yet.

We had submitted back in November a request to the Commissioners of North Huntingdon Township to amend the Articles of Incorporation to change the name of the Authority to delete the

word "The" and extend the term of existence. The Commissioners have tabled that action, and he and Kate are going to their Work Session next Thursday evening to discuss it.

We have additional Interrogatories from Glenn Engineering that Mr. Hewitt is working on. Some of it has already been answered. Some of it deals with the October installation of the new grinders.

Attorney Hewitt is meeting tomorrow to get the last \$9,000 of the \$10,000 Staso bid for the Parkside Pump Station. He will then hand the deed off.

Back in November there was a motion approved at the request of HTMA to allow the Cicci property to be connected into the HTMA system following their resent expansion. There is now a Resolution to go forward with the agreement.

After the last meeting he sent a notice letter to the Marko property owners advising they have 30 days to remedy the encroachment. That letter went out January 10. There has been no contact yet.

Attorney Hewitt received a letter from William Leader regarding a request to use part of one of our rights-of-way to install a storm water pipe. What they would need at this point would be a motion from the Board to approve the concept. Then they've got to go get the document from the underlying property owner.

Engineer's Report

Mrs. Petrosky passed out photos of the sewage line at Atwood Estates. She pointed out where things have moved and the pipe is bowed.

Mr. Coldren stated he and Chuck met with Doug Beitko of Garvin, Boward & Beitko Engineering out of Pittsburgh. It's not known whether that casing pipe abuts the upstream manhole. It looks like that manhole may have shifted slightly. Doug feels there would be no harm in the Authority going in and doing minimal repair work. The sewer in this area is above ground and it goes to about four feet deep at the manhole for a few feet horizontally. It's minimal disturbance. His recommendation was to go in, repair the sewer, maybe set up a benchmark on the manhole and just monitor it over the coming months. He gave his opinion as a courtesy and didn't charge the Authority but said he would have to charge us if we wanted it in writing.

Mrs. Petrosky suggested getting the cost for the formal report and then we can make a decision if we want it in writing.

Mr. Coldren reported the McKee Road line relocation is something the staff would like to do in-house. There is an interceptor running through Lion's Park below Dartmoor Estates and a dog leg was left in the interceptor. A new manhole was installed several years ago and a stub was left

out of the manhole thinking that in the future we would go back and remove the dog leg. It's about 150 feet of eight-inch sewer. To do it, we need a steam crossing permit and three easements.

Superintendent's Report

Mr. Gilbert reported we are already working on televising the laterals of Country Hills, Phase 2. We aren't sure if we are going to get the grant but if we do they all have to be televised. Mr. Gilbert said we are also televising the emergency project in Penns Woods.

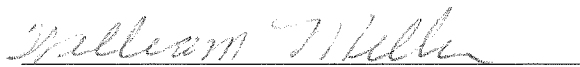
Mr. Gilbert said in the process of our lateral testing we found a home on Robert Street where there was a lot of water coming in under the foundation. The owner put a sump pump in the house, caught the water and pumped it out into the yard and it now runs down to the street.

There was an accident a couple nights ago at the Long Run Pump Station. Somebody was drinking and plowed through our fence and hit our fuel tank. He took our whole fence out and moved the tank about two inches. Chuck thinks we can put the tank back without any problem. We're up to about \$2,000 in damages on the fence and it is being put back up already. There was no actual damage to the tank.

Mrs. Petrosky said she had one more issue. Several months ago we talked about our surplus auto dialers. The Board donated one to the Perry Township Municipal Authority. We also talked about trying to sell the remainder. The Municipal Authority of Allegheny Township wanted one and they are willing to pay \$400. They already have the autodialer and would like to buy a second one.

Adjournment

The Work Session adjourned at 7:31 PM.



Edward P. Shields, Secretary
William Miller