

NORTH HUNTINGDON TOWNSHIP MUNICIPAL AUTHORITY
 WORK SESSION, JUNE 11, 2014, 5:30 P.M.
 YOUGHIOGHENY WATER POLLUTION CONTROL PLANT
 4222 TURNER VALLEY ROAD, NORTH HUNTINGDON, PA 15642

Roll Call:

| | | | |
|------------------------|-----------|--|-----------|
| Todd M. Fry | - Present | Michael Branthoover, General Manager | - Present |
| Timothy J. Hondal | - Present | Charles J. Gilbert, System Supt. | - Present |
| Joseph M. Korenic, Jr. | - Absent | Christopher Sanner, Asst. System Supt. | - Present |
| William H. Miller | - Present | Donald J. Snyder, Jr., Solicitor | - Present |
| William E. Miller | - Present | David A. Coldren, KLH Engineers | - Present |

An Executive Session was held prior to the Work Session to discuss legal matters, grievance #3 of 2014 "one-time bonus entitlement", and personnel matters.

The Work Session of the North Huntingdon Township Municipal Authority was resumed at 6:15 P.M.

Citizen's Input

There were no citizens present.

Manager's Report

The Public Officials Bond for the General Manager has been received.

All of the easements for Penn's Woods have been signed except for one which hopefully will be done next week.

The pre-audit walk-through was June 5 and everything was fine.

The insurance appraisal was done as of April 30 and the reports should be back by June 16 in time for the audit. The depreciation schedule is in progress. The audit is scheduled for June 19 through June 26.

Some old computer equipment, printers, a fax machine were taken to Staples who was doing an e-Cycle program.

Mountain Ridge Force Main is done.

The WWMA meeting was attended by Chuck, Dave, Chris and Mr. Miller. WWMA is looking at a \$10.00 rate increase up to about 2019. If we do things the same way, it's going to impact our customers at about \$5.00 each.

WEFTEC 2014 is September 27 through October 1. The discount period ends on the 15th of July if anyone is interested in going.

The Chain of Command was completed.

Margaret Forgash is requesting the Board make an agreement of payment arrangements. She has a history of being delinquent all the way back to 1972. She's made payment arrangements and broken them several times. She wants to pay \$60 a month which will take her seven years to catch up.

Matt Andreoli who lives at 1922 Haflinger Drive sent an email regarding an above ground pool. Chris looked at the property and determined the pool would be over our line.

Resolution #3 of 2014 is Management and Staff salary scale. This is a PMAA scale that we use. There was one used through 2013 and we need to act on a new one.

A bereavement policy between board members and management staff was discussed.

Solicitor's Report

Penn Township and North Huntingdon Township may enter into a joint agreement for the Brookhaven development with Shuster. It effects the terms of a developers agreement. It's already approved by Penn Township Sewage Authority of the 20th of May and it will be proposed for adoption by North Huntingdon Township Municipal Authority.

Resolution #4 of 2014 is the resolution revising the collection and tapping fees. It incorporates the calculation report as part of the resolution. It will be requested for that to be adopted, effective July 1, 2014.

Engineer's Report

BZ Construction is doing very well and finished the last of the laterals. Several compliments have been received from homeowners. There is still some restoration that needs done.

Penn's Woods Phase I is probably two to three from being started. DEP is holding up an NPDES permit for storm water. Westmoreland County Conservation District reviews the application and recommends it for approval by DEP. All DEP has to do is sign it. Dave spoke with the guy who will approve it on DEP's behalf. He had been out sick and hopes to get to it next week.

Penn's Woods Phase II proposal will be presented. It is scaled back from what Phase I was. It's a little under 4,000 feet and that's based on the five-year plan. Estimated construction is \$1.2 million. It is anticipated doing Niagara Drive, Anderson Drive and St. Clair Drive. The proposal to prepare the survey, plans and specs, put out to bid, open bids, see project through construction and prepare the as-builts comes to a total amount of \$77,200. The goal is to get this out to bid and started by April 2015.

Five of the Authority's pump stations need the electronic controls panel moved out of the dry wells. The engineering fee for all phases totals \$18,800. The total project estimate is \$118,000.

System Superintendent's Report

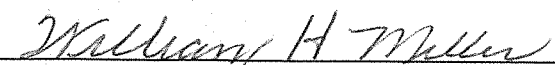
The force main was moved and it went well. The manhole with the air valve was also moved. The road needs patched and a yard needs fixed yet.

Assistant System Superintendent's Report

During the month of April there was a violation on the DMR permit that is submitted to the DEP for the monthly discharge. That violation occurred on April 6. The weekend staff didn't fulfill their obligations of the work order and did not complete the chlorine residual test that is required to be done daily. A non-compliance report was submitted to the DEP. As much information as possible was submitted that we would have remained in compliance. The employees were issued oral warnings and everything was documented. Changes were made to the work orders to clarify what needs to be done on the weekends to prevent this from happening again. Chris spoke with the local DEP representative who felt this was not going to be a big issue because it was a one-time occurrence and the plant hasn't had any issues in the past.

Adjournment

The Work Session adjourned at 6:55 PM.


William H. Miller, Secretary