

NORTH HUNTINGDON TOWNSHIP MUNICIPAL AUTHORITY  
 WORK SESSION, NOVEMBER 12, 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	- Absent	Charles J. Gilbert, System Supt.	- Present
Joseph M. Korenic, Jr.	- Present	Christy J. Raspotnik, Finance Director	- Present
William H. Miller	- Present	Christopher Sanner, Asst. System Supt.	- Present
		Daniel J. Hewitt, Solicitor	- Present
		David A. Coldren, KLH Engineers	- Present

**Citizen's Input**

There were no citizens present.

**Manager's Report**

The personnel manual/employee handbook is still in progress.

New hires Kristin Schade and George Davis completed their 90 day probations and are both now full-time. Mr. Davis completed and successfully achieved his CDL license. They are both great employees. The new office staff is working out well.

Management appraisals will be ready at the beginning of December.

It was suggested to let the Municipal Benefits Services rate mitigation account ride to be used for rate increases in the future.

Bob Shuster from RWS met with NHTMA regarding the Brook Haven Plan which borders North Huntingdon and Penn Trafford. There is 300 foot of existing 8 inch sewer line that needs upsized to 12 inch. Mr. Shuster says he requested NHTMA pay for the paving.

The WWMA Act 537 Special Study was approved by DEP.

The 2015 Pension MMO shows the total amount NHTMA has to pay is \$145,088. The unfunded liability is \$27,111 which is significant compared to last year.

Property owner, Verna Bernard at 10840 Collins Avenue was inspected for disconnect in January 2008. They signed our agreement stating if they reconnect without our inspection or notifying us via certified mail, they would be back-billed to the date. During a routine inspection, the guys discovered someone was living there. Water service was restored in 2011. The total back charges are \$3,442.48. Her husband signed the agreement and he has since had multiple strokes. She's requesting some relief. We are not charging her late charges on the back owed money.

The Developer's Agreement for the Villas of Buena Vista has been signed by RWS. There are going to be 45 villas and the plan is near Altman Farms.

Resolution #5 of 2014 is going to cover the monthly sewer rate increases from 2013 and 2014.

Resolution #6 is a PennDOT Resolution which authorizes the Vice Chairman to sign the Highway Occupancy Permit for Brook Haven. Bob Shuster is in the process of getting bonding.

### **Solicitor's Report**

There has been no activity on Gloria's Bar. The water authority is not willing to jump in and do anything because they can't determine who tapped in first.

### **Engineer's Report**

The contractor in Penn's Woods Phase I is about 33% complete. Under the contract he should be 44% complete. He's behind after running into rock on St. Clair. He has about 2,300 feet installed out of about 7,200. There are two laterals left to do on St. Clair. The main line is installed and the laterals are done on Mercer. Ormsby is paved with the exception of the 200 feet where it was sinking. Mercer paving is about 40% complete.

The contractor gave Dave a change order for the road collapsed area in the amount of \$144,000. That amount is not justified. The contractor said if the Board approves this amount, he'll forgo any escalation of prices because we delayed him two months in the beginning. There was further discussion how to handle this situation.

There have been some hurdles with the Township. Different personnel are out there checking on things.

The bid opening was held last Friday for the Pump Station Electrical Controls relocation. There were only three bidders. The initial estimate was \$97,000 but then five blowers were added that need replaced. That added \$25,000 to the job. Abeck has done work the Authority in the past and they will be recommended to be awarded the job. The bids came in higher than expected. The Board discussed whether to award the bid or re-bid.

There were some concrete driveway complaints in Penns Woods. Dave met with a concrete specialist from Allegheny Concrete and concluded the cause for deterioration is environmental. They are structurally sound. Letters were sent to the homeowners recommending they seal the driveways.

### **Financial Director's Report**

Christy has met with four different software providers and saw five different utility billing programs. They all are nice and do a lot, there is one that does everything we would want. It does e-bills and we could save money initially. The company is MuniLink and they are located in Altoona. They don't charge a big up front cost but charge a monthly fee. Right now the rate is \$3,500 a month. They also charge a \$12,000 conversion fee based on the number of customers. The program is about four years old but the company was started in 1980. They built this software program in conjunction with Monroeville Municipal Authority. Christy hopes to meet with them since they've been using it for years. We need to do something soon because the program we have now is no longer supported. There was much further discussion.

New chairs for the boardroom are budgeted and are being researched.

### **System Superintendent's Report**

We've been working on the dye tests and laterals for projects that were done previously.

### **Assistant System Superintendent's Report**

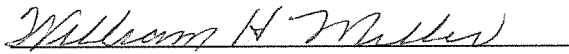
When they were at WEFTEC, Chuck and Mike found a company called ElectroScan. They deal with electric signals inside the sewer line. They flood the line and when the water goes outside the pipe, it changes the electric current so leaks, breaks and some deflections can be detected by the amount of electric current that gets displaced. Chris explained the details of how it works.

Abel Recon started last Tuesday on the manhole rehabilitation on Brokers Lane at the Indian Lake Pump Station. They started at the worst ones and have completed seven out of 25 total.

A new copier had to be purchased for the Plant because the hard drive quit working and it's discontinued. It had not been in the budget but there was money left over from the main line truck which was under budget.

**Adjournment**

The Work Session adjourned at 6:53 PM.

  
William H. Miller, Secretary