

PETERS CREEK SANITARY AUTHORITY
Regular Meeting November 20, 2023

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The meeting was opened by Chairman Christopher Labee at 6:00 p.m.

MEMBERS PRESENT: Paul Chenevert, Robert Tucker, Chrissie Cole, Emily Telego, Henry Glaneman, Tom Lumsden, James Barner, John Seiler, and Christopher Labee.

MEMBERS ABSENT: Harold Breinig.

OTHERS IN ATTENDANCE: Tanya Gosliak, Rick Kovach, Phil Binotto, Eric Fritz, and Dale Withers (Constable).

The Pledge of Allegiance was recited.

NEW BOARD MEMBER APPOINTMENT: Welcome Emily Telego, PCSA Board Member – Finleyville Borough Representative.

Mr. Labee welcomed the PCSA new Board Member and asked her to introduce herself.

Mrs. Telego explained she lives within walking distance of the PCSA office and has lived in Finleyville for 12 years. Mrs. Telego explained she works at the University of Pittsburgh in the compliance department.

Mrs. Telego is married with two children and two dogs.

Mr. Labee replied, welcome and asked to go around the room for everyone to introduce themselves.

Mr. Chenevert explained that PCSA is made up of four different municipalities and each one appoints either three or two representatives to the PCSA Board. Everyone introduced themselves and stated what township/borough they were from.

PUBLIC COMMENT: None.

BOARD MEMBER COMMENTS:

Mr. Barner stated that he had a question on the Building Sewer Lateral Specifications, Page 9, Article 3 regarding the three-part inspection that PCSA conducts. Mr. Barner is curious why PCSA has a three-part inspection. Why do we have inside inspections because for a sewage authority, our authorization starts from basically the house trap to the street. Mr. Barner was asking why we had inside inspections on top of this. Mr. Barner stated he thinks the building inspectors look at the inside inspections as well.

Mr. Kovach explained that PCSA looks for different things on the inside than the building inspector, such as the flow, stone under the pipe, basically because this flows into the PCSA system.

Mr. Barner asked if that was the responsibility of the building inspector.

Mrs. Cole stated she could answer that because of sump pumps and internal French drains, etc.

Mr. Labee stated the building inspector will do more than just sanitary, they do electrical, plumbing, etc.

Mr. Kovach explained he does not want to count on anyone else except for a PCSA inspector for the PCSA system and would like to continue that.

The Board discussed this topic in greater detail.

Mr. Barner stated in his opinion, if they mess something up on the inside it will be “their” problem, not PCSA’s.

Mr. Kovach explained all of the flow comes into PCSA’s system, so if there is a problem, PCSA will end up paying for that.

Mr. Labee added he has had building inspectors for different occasions and was not impressed. In addition, PCSA has had issues in the past that were wrong on the inside pipe and was passed by the building inspector because they are not looking at the same items as PCSA.

Mrs. Cole asked if this costs any more money for the three-part inspection or is it just more work for PCSA.

Mr. Kovach explained it is extra work for PCSA, but he feels this should continue because it saves PCSA time and money in the long run. It is not an extra cost for the customer because it is a flat fee of \$200 for the three-part inspection.

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Mrs. Gosliak added the fee could be paid when the tap is purchased by the Developer and not by a customer at all.

The Board discussed this topic in greater detail to answer all of Mr. Barner's questions.

Mr. Kovach explained in Washington County you do not have to be a certified plumber.

Mr. Barner stated that may be why PCSA needs more stringent rules because you could have a roofer putting in the plumbing instead of a certified plumber.

Mr. Barner asked another question regarding the three inspections stating that you have the visual inspection, then you have the pressure test inspection, then you have the gravel backfill inspection, then you want a camera inspection.

Mr. Kovach replied no, PCSA does not require a camera inspection after the inspections. The

PCSA inspections include, the first is inside, the second is lateral and the third is the final.

Mr. Barner asked what is involved in the final inspection.

Mr. Kovach explained PCSA looks for everything that is in our rules, such as having all of the right parts, the cleanout, site tee, the correct caps, it is a Pittsburgh pattern cap with a rubber gasket. If you follow the PCSA rules, you cannot do a lateral or tie into the PCSA system until the development has been adopted and it is under roof.

The Board discussed this topic of under roof, storm water being tied into the PCSA system, and testing of the pipes in greater detail.

Mr. Barner stated he was trying to make it easier but realizes PCSA deals with people that are not plumbers and may end up with shoddy work if these rules were not in place.

APPROVAL OF OCTOBER 23, 2023 REGULAR MEETING MINUTES:

Mr. Labee requested a motion to approve the October 23, 2023 Regular Meeting Minutes.

A motion was made by Rob Tucker, second by Chrissie Cole, to approve the October 23, 2023 Regular Meeting Minutes. Emily Telego and Chris Labee abstained. Motion carried.

TOTAL BILLS FOR APPROVAL:

Mr. Labee requested a motion to approve the Bills for Approval.

A motion was made by Tom Lumsden, second by Henry Glaneman, to approve the total bills for \$202,963.16. Motion carried unanimously.

BOARD MEMBER BILLS FOR APPROVAL:

Mr. Labee requested a motion to approve the Board Member Bills for Approval.

A motion so moved by Henry Glaneman, second by Rob Tucker, to approve the total Board Member bills for \$30.80. Tom Lumsden abstained. Motion carried.

Point of Order by Mr. Chenevert: he asked for further clarification on what just occurred so that Mrs. Telego would have a better understanding.

Mr. Labee explained what the Bills for Approval and Board Member Bills for Approval consist of in greater detail.

ENGINEER REPORT:

Written report submitted.

Mr. Fritz reported on the following:

1. Developments:

Mr. Labee requested Mr. Fritz to give a little detailed background information for each of the items in his Engineer's Report this month for the new Board Member's benefit.

Mr. Fritz gave a high-level overview of each topic listed on the Engineer's Report.

Highland Village - Phase 2: Sanitary sewer installation and testing complete. LSSE performed preliminary field walkthrough of the project site with the Developer on May 18, 2023. Developer submitted contractor's total cost of construction on May 22, 2023.

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Preliminary punch list letter identifying outstanding work issued to Developer by letter dated June 8, 2023. Revised total cost of construction received from the Developer's contractor on June 16, 2023. LSSE issued recommendation regarding maintenance bond amount to PCSA by letter dated June 26, 2023. As-Built drawings review letter issued by LSSE on June 26, 2023. Revised As-Built drawings received from Developer on July 11, 2023, currently under review. Administrative items remain outstanding prior to PCSA adoption. As-Built drawings review letter issued by LSSE on July 18, 2023. Revised As-Built drawings received from Developer on July 19, 2023. Hard copies of As-Built drawings to be provided by Developer pending resolution of proposed Grant of Sanitary Sewer Easement with Sea Mountain Ventures of PA, LLC. Updated punch list identifying outstanding work issued to Developer by letter dated July 18, 2023. LSSE issued recommendation regarding updated maintenance bond amount to PCSA by letter dated July 25, 2023. Developer notified PCSA that Grant of Sanitary Sewer Easement was not executed by Sea Mountain Ventures of PA, LLC. Therefore, contractor mobilized on-site October 2, 2023 to relocate one manhole within the previously recorded 20' PCSA sanitary sewer easement. During earthwork activities, the contractor discovered a void next to the relocated manhole. PCSA and LSSE met with Developer's contractor and geotechnical engineer to review the void on October 3, 2023. Following, a recommendation was received from the Developer's geotechnical engineer by letter dated October 4, 2023. Contractor was on-site October 9, 2023 to complete recommended earthwork activities to address the void. Subsequent report received from the Developer's geotechnical engineer by letter dated October 16, 2023. Revised As-Built drawings received from Developer on October 12, 2023, currently under review. PCSA/LSSE received notification from Developer's engineer that relocated manhole was installed several inches over the 20' sanitary sewer easement. Contractor is responsible to relocate manhole to be entirely within the easement.

Froebe Farms Development: This development proposes 170 EDUs (170 single family homes) located along Froebe Road in Peters Township. Partial Planning Module submission received by PCSA. PCSA coordinating escrow deposit and Developer's Agreement with Developer. Capacity availability letter was issued to the Developer's engineer September 2, 2022. Revised Planning Module submission received by PCSA on February 16, 2023. PCSA is currently coordinating the Developer's Agreement with the Developer. Letter to PCSA for planning module signature was issued on March 22, 2023. Fully executed Developer's Agreement received by PCSA. Executed planning module issued to Developer's engineer via letter dated April 28, 2023. Preliminary Plans received from Peters Township on April 28, 2023 which included two routes for the proposed sanitary sewer line extension. One route proposes gravity sewers and the other proposes a pump station and force main. PCSA issued letter dated May 12, 2023 to Peters Township regarding its opposition to the pump station alternative. Estimate received from Developer's Attorney on July 14, 2023 for the pump station alternative in the amount of \$290,000.00. Developer's representatives attended the July meeting to discuss status of development with PCSA. Also, Mr. Fritz reported that there was a request received from their Developer's engineer by email dated October 11, 2023 to provide design information for the Finleyville-Elrama Road pump station, discussed with the Board at the October meeting. As authorized by the Board, LSSE issued plan view and section view of the proposed Finleyville-Elrama Road lift station to the Developer's engineer by email dated October 26, 2023. A second request was received from Developer's engineer by email dated November 13, 2023 to provide design, specifications, and cost information for the proposed Finleyville-Elrama Road lift station, to be discussed with the Board at the November meeting.

May Plan of Lots: Proposed consolidation of 17 existing lots that were part of the Shire Plan No. 3 lots. Owner's engineer, Triangle Engineering, currently coordinating with Pa DEP on whether planning is required. Planning waiver received from Pa DEP by letter dated August 30, 2023. Comments on Recording Plan issued via email dated September 13, 2023 to Triangle

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Engineering. Comments on tap request issued via email dated September 14, 2023 to Triangle Engineering. Revised Recording Plan received by PCSA on September 20, 2023. Recommendation of recording plan signature was issued to PCSA by letter dated September 22, 2023. Drawings for proposed lateral received from the owner on November 13, 2023, currently under review.

Nottingham Heights (formerly Lutes Road Property): This development proposes 96 EDUs (96 single family patio homes) located along Lutes Road in Nottingham Township. Capacity availability request received by PCSA by letter dated October 5, 2023. Capacity availability letter was issued to the Developer's engineer on October 25, 2023.

Mr. Fritz presented mapping and documentation regarding the request from Nottingham Heights. A small portion of this property is outside of the PCSA service area. To that end, on Friday PCSA received a request from the Developer for PCSA to consider allowing the small portion of the property that is outside of PCSA's service area to receive sewage service from PCSA. Mr. Fritz explained in the capacity availability letter we specified for subdivisions, only the portion of the property within PCSA's service area is permitted to be furnished with sewage service. There are provisions in the PCSA's Rules and Regs and Construction Specs that dictate what is allowed and not allowed in this type of situation. Mr. Fritz explained the Developer submitted a written request for the Board so he had to bring this information tonight and request a response from the Board. Mr. Kovach added he recently informed someone on the opposite side of Lutz Road that they could request public sewer for the one house only outside the service area because a portion of that same property was in the PCSA service area.

Mr. Labee asked if the Board has the ability to make an exception; however, they will still need approval from the downstream communities.

Mr. Chenevert asked if there is a sewer authority that would be close enough to accept the flow that is out of the PCSA service area.

Mr. Fritz explained there is no public sewage near that area and most are on-lot systems.

Mr. Labee stated the turnpike will be running right through that area.

Mr. Fritz replied, that would have to be looked into.

Mr. Binotto explained you can only approve or deny based on what it is today. Then, if something changes in the future, it becomes the landowner's issue with the turnpike.

The Board discussed this topic in greater detail.

Mr. Seiler stated we have already addressed this issue with the plan in Nottingham Township where we stated the properties outside of the PCSA service area will not be taken into consideration and only the ones located in the service area. If we start accepting properties outside of the service area, PCSA would be setting a precedent.

Mr. Labee asked how many of the homes would be impacted that are outside of the service area.

Mr. Fritz replied, approximately, 25 of the 99 homes.

The Board discussed this topic in greater detail.

Mr. Kovach clarified that the PCSA Rules and Regs and Construction Specs state that if a development is outside of the PCSA service area, PCSA will not provide service to that property. If one single house has any portion of their property in the PCSA service area, then we will provide service to that one single house.

The Board discussed this topic in greater detail.

Mr. Fritz summarized that the Authority needs to respond to this written request with its position on the matter.

Mr. Binotto suggested PCSA should respond that its regulations do not permit this request.

*Subsequent to the November Board meeting, LSSE sent the Developer this service area ruling.

Castlewood Plan of Lots – Lots 150A-E: Proposed lot line relocation between five (5) existing lots along Dana Drive in Nottingham Township. Recording Plan received from PCSA on

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September 1, 2023. Recommendation of recording plan signature was issued to PCSA by letter dated October 27, 2023.

2. Corrective Action Plan: As authorized, tap request letter issued to CMA on November 7, 2023.

3. PCSA Projects:

Interceptor Manhole Repairs Project: This project was included in the 2019 Budget and includes repairs to manholes along the PCSA Interceptor identified during the Interceptor Grouting Program. As authorized, LSSE is working on permitting and preparing bid documents for the project. Additional stream crossing/stream encroachment permits are required due to the proximity of some manholes to the stream/floodway. LSSE is coordinating with PCSA management to finalize scope of repairs/repair methods to finalize permitting requirements. Permitting and Specification/Drawing preparation are underway. Field walkthrough with PCSA and LSSE conducted on March 9, 2023, 50% of project site walked. Field walkthrough for remaining 50% of project site to be completed week of March 27, 2023. Wetland delineation required for Pa DEP stream crossing permit is approximately 75% complete. Field walkthrough and wetland delineation completed by LSSE. LSSE actively working on General Permits and Erosion and Sedimentation Plan and Report for submission to the Pa DEP. Act 14 issued to Union Township and Washington County Conservation District (WCCD) via letters dated June 16, 2023. Chapter 105 General Permit Registration Package and Erosion & Sedimentation Control Plan issued to WCCD on June 27, 2023, pending comments/approval. Comments received from WCCD for Chapter 105 and Erosion & Sedimentation Control Plan. LSSE met with WCCD on August 9, 2023. Act 14 issued to South Park Township and Allegheny County via letters dated September 12, 2023. Review comments were addressed by LSSE by letter dated September 22, 2023. Comments received from WCCD for Chapter 105 and Erosion & Sedimentation Control Plan. LSSE met with WCCD on November 9, 2023. Review comments were addressed by LSSE by letter dated November 13, 2023.

2020 CIPP Repair Program (Project D – West): This project, located in Peters Township and Nottingham Township, has been awarded LSA Grant Funding in the amount of \$100,000. Manhole grouting repair scope of work issued to Contractor via email dated March 11, 2022. Jet Jack, Inc. was on site March 15, 16, and 17 to complete sewer repair on segment noted to have collapsed section of pipe during CCTV work completed previously for this project. Minor restoration items remained to be completed by Contractor. Manhole grouting repair and CIPP lining of one sewer segment on Buttermilk Lane only remaining work. PCSA and LSSE coordinating with Contractor regarding completion. PCSA met with Contractor and homeowner at Buttermilk Lane on April 11, 2022 to discuss remaining restoration items to be completed by Contractor. Contractor completed remaining restoration items on May 14, 2022. CIPP lining of sanitary sewer on Buttermilk Lane completed on January 27, 2023, physical submittals of CCTV for same are outstanding. Contractor submitted final pay request on February 8, 2023. LSSE issued email to contractor on February 9, 2023 regarding remaining work outstanding prior to final payment. Manhole rehabilitation scope of work for two (2) manholes issued to the contractor via LSSE letter dated March 30, 2023. Material data sheets were reviewed by letter dated May 4, 2023. Manhole rehabilitation completed by contractor on May 5, 2023. CCTV videos and reports for CIPP lining on Buttermilk Lane received May 5, 2023. Contractor has submitted Partial Payment No. 5. LSSE reviewed Partial Payment No. 5 in the amount of \$17,898.35 by letter dated June 19, 2023. Proposal received from Contractor to complete additional scope of work under the contract, to be reviewed with the Board at the June meeting. Board reviewed and approved proposal to complete pre-cleaning and CCTV for the 2023 McCombs Road CCTV Scope of Work at the June meeting. Executed proposal issued to Jet Jack, Inc. on July 7, 2023. Jet Jack, Inc. mobilized on-site on July 13, 2023 to begin the

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2023 McCombs Road CCTV Scope of Work. CCTV videos and reports for work along McCombs Road received August 30, 2023. A draft of Final Payment No. 6 was received from the Contractor on November 10, 2023. LSSE has prepared final reconciling Change Order No. 1 (net deduct) and issued to the Contractor for execution by letter dated November 14, 2023. Change Order No. 1 and Final Payment No. 6 to be issued to PCSA this week.

Mr. Labee requested a motion to approve Change Order No. 1 Final.

A motion so moved by John Seiler, second by Jim Barner, to approve Change Order No. 1 Final as presented, a net deduct of (\$32,880.55). Motion carried unanimously.

Finleyville-Elrama Road Sewer Line Extension (SLE) Project:

1. PCSA Manager and LSSE met on-site on August 17, 2023 to review preliminary layout of proposed pump station, force main and gravity sewers.
2. Board authorized LSSE to obtain proposals at the July meeting for a geotechnical engineering report for the proposed pump station site and contingent approval to award contract provided proposal is below \$10,000. LSSE received five (5) quotes, all below the \$10,000 threshold. LSSE/PCSA to discuss with property owner.
3. Act 537 draft reviewed with Board at the August meeting and issued to Union Township via letter dated September 1, 2023. Comments on Act 537 draft received from Bankson Engineering by letter dated September 18, 2023. A joint meeting with Union Township was held on September 19, 2023, LSSE attended with several PCSA Board Members. Action items from this meeting included the following:
 - a. PCSA/LSSE:
 - i. Update Act 537 Plan Report to address Bankson comments.
 - ii. Respond to Bankson Engineer comments.
 - iii. Issue capacity availability request letters to South Park (PCI), Jefferson Hills (PCI) and CMA (STP). Status: Capacity availability received from Jefferson Hills by letter dated October 23, 2023.
 - iv. Initiate dialogue with property owners near lift station. Status: Representatives from PCSA, LSSE, Union Township, and Bankson Engineers met with property owners on September 25, 2023.
 - v. Schedule dialogue with Township / Bankson with respect to ROW acquisition process (forms of agreement, property owner meetings, etc.)
 - b. Union Township/Bankson Engineers:
 - i. Decision on Township gap funding strategy.

Wildcat Sewer Investigation – 36" wildcat running along Finleyville-Elrama Road discussed with Board at the October meeting. As authorized, LSSE/PCSA obtained proposals from contractor(s) to dig test pits to locate the wildcat pipe. As authorized, alternate route for collection system reviewed by LSSE. This was discussed with the Board at the November meeting.

Nike Site Investigation – Several documents pertaining to the Nike Site received by PCSA and reviewed by LSSE as requested. This was discussed with the Board at the November meeting.

Hidden Hollow Sanitary Sewer Replacement (formerly Hidden Hollow/Van Voorhis Property):

Twelve existing dwellings located near Hidden Hollow Road are currently served by private sanitary sewers that discharge to the PCSA sanitary sewer located near the intersection of Route 88 and Hidden Hollow Road. As discussed at recent Board meetings, sale of the property was being proposed. The existing homes are located on Parcel #1 (to be sold) and the existing sewer crosses Parcel #2 (to remain under current ownership). PCSA proposed to adopt the existing private sanitary sewer main with the current or potential Owner bringing the private laterals into compliance with PCSA requirements. Existing private easements for existing

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sewers on Parcel #2 will be required to be dedicated to PCSA and a new easement on Parcel #2 to be dedicated PCSA is required. Any existing or proposed right-of-way encroachments will also need to be reviewed. LSSE has researched and provided existing mapping/easement documentation to PCSA. PCSA coordinating with potential Owner regarding PCSA requirements. PCSA requirements pertaining to PCSA adoption of main line sewer and sale of property issued to potential Owner via letter dated February 18, 2022. PCSA and LSSE coordinated with property Owner regarding dedication of easements to PCSA and dye testing requirements. As authorized by the Board, LSSE reviewed the CCTV information provided and developed a conceptual schematic scope of work and OPC. The LSSE Scope of Work (SOA) was approved by the Board at February's meeting. Survey, and drawing preparation scope of work have been initiated and are in progress.

- a. Internal kickoff meeting held.
- b. PA One Call Supplemental Surveys complete.
- c. Design is underway.
- d. Act 14 issued to Union Township and Washington County via letters dated April 24, 2023.
- e. Construction drawings are approximately 75% completed, specifications have been drafted and permit documents have been drafted. Erosion & Sedimentation Control Plan issued to Washington County on August 7, 2023, pending comments/approval. Comments received from WCCD. Response to WCCD comments issued by letter dated November 7, 2023 Part II submitted by LSSE, pending comments/approval.
- f. LSSE to discuss authorization to bid contract contingent upon permit submission/approval with the Board at the July meeting. Board authorized LSSE to bid contract at the July meeting.
- g. Preliminary Drawings issued to PCSA by letter dated August 8, 2023 for review/comment. Drawing of possible future development received from property owner via email dated September 25, 2023, reviewed with property owner and PCSA. PCSA and LSSE met with property owner of adjacent parcel on October 11, 2023 to discuss sanitary sewer availability.

Mr. Barner questioned if the homes on Hidden Hollow Road were owned by one person or individually sold homes?

Mr. Fritz replied, they are owned by one person.

Mr. Barner stated, technically, that is one person's sewer system and PCSA is taking that over. Is PCSA fixing their sewer system.

Mr. Kovach explained that PCSA is taking over the mainline and bringing that up to PCSA specs. The owner is repairing all of the private sewer laterals that will connect to the mainline.

Mr. Fritz explained PCSA owns the mainline pipe and the easement.

Mr. Barner was concerned that this is private property and PCSA is taking over the mess.

Mr. Kovach explained the property was divided and one parcel was sold. The new owner is fixing all of the private laterals.

Mrs. Cole explained that Mr. Van Voorhis sold the one parcel to Mr. Costa.

Mrs. Gosliak explained there was a detailed discussion on this topic at last month's Board Meeting and all of the information is listed in the minutes. Therefore, if anyone is interested in how this topic occurred, it is detailed in last month's minutes.

Mr. Labee added PCSA did that as sort of a sewer line extension in anticipation of the future. **To be retained on agenda.**

4. 2024 Redevelopment Authority of the County of Washington (RACW) Local Share Account (LSA) Grant Program: The Board elected to submit the McCombs Road Sanitary Sewer Replacement Project. As authorized at the October meeting, LSSE prepared the LSA Grant

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Application package. The 2024 LSA Grant Application package was hand-delivered on October 25, 2023.

5. 2024 Statewide Local Share Account (LSA) Grant Program: LSSE and PCSA Manager have coordinated and suggest submission of application for the Finleyville-Elrama Road Sewer Line Extension (SLE) Project for the collection system portion only. Resolution for application is required and has been prepared for the November meeting. Applications are due by November 30, 2023.

Mr. Fritz explained during the monthly meeting between LSSE and Bankson Engineering it was contemplated that Union Township / Bankson Engineering would submit to this grant program for the pump station portion of Finleyville-Elrama Road SLE project, which totals \$905,000.00 including contingency. Then, PCSA could submit for the collection system portion of that project, which totals over a million dollars. The maximum request to the Statewide LSA Grant Program is one million dollars. Therefore, it was thought that this project could be split so that Union Township can submit for half and PCSA submit for half. Mr. Fritz stated he will need Board authorization for LSSE to prepare and submit the grant application by the deadline of November 30, 2023. In addition, a Resolution has been prepared for Board approval.

A motion so moved by John Seiler, second by Chrissie Cole, to approve LSSE to prepare and submit the grant application as presented.

Mr. Tucker stated he had a concern. If one entity received a grant and the other did not, how does that affect our cost share.

Mr. Fritz explained that Finleyville-Elrama Road SLE will be discussed during Executive Session tonight.

Mr. Labee stated the motion will be tabled until discussed further in Executive Session. **To be retained on agenda under Executive Session later tonight.**

FIELD REPORT:

Written report submitted.

Mr. Kovach reported on the following:

1. Manhole Interceptor & Collector Rehabilitation Review: Part of the Rehab Repair/Maintenance and Infiltration/Inflow (I/I) process includes manholes being reviewed throughout the system at different locations, dates, and times. The PCSA process is ongoing as part of the PCSA operational procedure. Manholes at various times need rehabilitated leading to PCSA requesting pricing and availability from the contractor(s). Certain manholes have recently been rehabilitated.

Also, Millington Excavating re-repaired the State Roadway Manhole by Thomas Fastening Systems. Then on October 30, 2023, LSSE submitted the Highway Occupancy Closeout (H.O.P.) for Penn Dot to come onsite to review this work. **To be retained on agenda.**

2. Old Trail Pump Station: As previously reported, the Multi Smart unit for the Old Trail Pump Station (OTPS) control panel was installed on October 5, 2023 by Ram Industrial Services (RIS). On October 18, 2023 PCSA experienced an electrical problem to some of the control panel components to this pump station. Since that time, RIS came to PCSA and installed a motor starter with heater parts for the pumps to perform on a rotating schedule.
3. Hidden Hollow Sanitary Sewer Replacement Project: As an update, Mr. Cadman who owns the 10.68 parcel above Mr. Costa met with PCSA to review the possibility of connecting to the public sewer system. Also, Mr. Costa was present and reviewing possibilities for expansion to his parcel. There is documentation to submit and work to be performed but this discussion was just preliminary to date and no timeline has been determined. PCSA/LSSE will review those possibilities when requested. Additionally, Mr. Cadman is in the process of purchasing 22.68

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acres from Scarmazzi Homes, but at this point in time does not intend to develop that land. **To be retained on agenda.**

SOLICITOR REPORT:

Mr. Binotto attended the meeting and reported on the following: Mr. Binotto also provided more detail on each topic for the new Board Member, Mrs. Telego.

1. CMA Phase II Expansion & Review of Report from Larry Lennon on CMA Phase II Expansion & Committee Meeting:

Mr. Binotto reported there is a committee meeting report in the Board Meeting packets dated October 10, 2023. There is very little change and everything continues to be on course for a 2025 completion date. **To be retained on agenda.**

2. Lower McCombs Road Project – Subrick, Project Close-Out Recommendation: Mr. Binotto provided a recommendation regarding this project close-out as discussed at the last Board Meeting.

Mr. Binotto reported he has reviewed all of the documentation regarding this issue and also met with Mr. Stanton of LSSE. Mr. Binotto's recommendation is to close out this project and transfer the retainage of approximately \$11,000 to PCSA's general fund. The reason for this recommendation is 1) the statute of limitations has expired with regard to Mr. Subrick's threat to sue PCSA for \$100,000.00 in unauthorized Change Orders. 2) when the settlement broke down between PCSA and Mr. Subrick, PCSA gave written notice for Subrick to drop the claim of Change Orders and perform a couple items on the punch list, PCSA would perform the remaining punch list items ourselves and release the retainage. Mr. Subrick replied, the deal was off and no one has heard from him since. Therefore, LSSE will perform updating the drawings to As-Builts and deal with the steel certification which Mr. Subrick never provided. It has been concluded that the cost of the services to complete these two items would exceed the retainage held of approximately \$11,000. Therefore, Mr. Binotto's recommendation is to transfer the obligation to complete the punch list items to LSSE and any retainage that is left shall go into the general fund. **To be retained on agenda under the Engineers Report.**

3. Froebe Farms Development:

Mr. Binotto reported that correspondence from Froebe Farms attorney, Mr. Montgomery, has been received. A request was received that we provide a copy of the design PCSA is using for Finleyville-Elrama Road. LSSE did provide that information. Then a subsequent request was made to provide them with the approximate cost as well. Mr. Binotto consulted with Mr. Stanton and Mr. Fritz and it was agreed to send the cost information. All of the documentation sent had a statement that read: as per your request by way of example, this information is not to imply that PCSA is willing to approve a pump station for this project. PCSA has a signed Developer's Agreement for a gravity system and that is the position of the Authority. This project shall proceed with a gravity system.

The Board discussed this issue in greater detail.

4. Mineral Beach Development:

Mr. Binotto reported that he apologized to Mr. Kovach because Mr. Kovach had sent him an e-mail requesting a call. However, he did not see that part of the e-mail. Therefore, Mr. Binotto would like to defer to Mr. Kovach regarding the correspondence from Mineral Beach. Mr. Binotto explained that PCSA has taken the position since the transfer of the project that PCSA would not get involved in their dispute. However, before the project can move forward, they need to pay all of the outstanding bills regarding Mineral Beach.

Mr. Kovach explained that the attorney for Mineral Beach was dealing with Mr. Binotto and he stated incorrectly in an email that PCSA was holding a No Lien Letter and that his client had 30 days to close on this otherwise it will cost his client another \$40,000. That information is incorrect.

Previously, The Board directed Mr. Kovach to collect the outstanding bills of \$18,000+. The Developer disputed that he does not owe the bills except from the date he bought the property. Mr. Kovach stated to view this two ways, because the Developer is the one benefiting from the Planning Module.

Mr. Binotto stated to the Developer's attorney that PCSA does not get involved and does not care how the invoices get paid, just as long as they get paid. Therefore, PCSA will not issue a Notice to Proceed until then.

Mr. Labee asked what the delinquent costs are from.

Mr. Kovach replied these are invoices for engineering, legal, and administrative costs associated with this development. Mr. Kovach explained the check amount received thus far and release of the No Lien Letter in greater detail.

The Board discussed this topic in greater detail.

Mr. Kovach explained the process of the No Lien Letter should have been taken care of a long time ago when Mr. Braun purchased the property. That process did not take place correctly and they did not request a No Lien Letter from PCSA. So PCSA had the closing company fill out a No Lien Letter request form and follow the correct process to get this moving for the Developer. In addition, the Developer requested another No Lien Letter for a refinance. Mr. Kovach explained to the closing company when there is a sale of a property, they are required to do the No Lien Letter process. Currently, there is a refinance, which requires a No Lien Letter for the refinance portion. Mr. Kovach explained this issue in greater detail. In addition, Mineral Beach Development has several issues they need to correct with Union Township before they will be able to move forward on this project.

Mrs. Cole stated the title company for the sale of this property should have caught the issue of the No Lien Letter request.

Mr. Seiler added this development was brought before the Union Township Planning Commission and the Union Township Engineers, Bankson Engineering, had a very lengthy letter of deficiencies sent to the Mineral Beach Developer. Thus, the plan was not recommended for approval to Union Township Supervisors.

Mr. Binotto explained a municipal lien can be placed on the property.

Mrs. Cole explained as a purchaser, you have to do your due diligence before you buy a property to find out what is owed. The title company should have done the No Lien Letter process, etc.

Mr. Binotto added that is why when you do a closing, you are supposed to get a No Lien Letter from PCSA so that when the property closes, you know there are no outstanding bills owed. This Developer did not do that.

The Board discussed this topic in greater detail.

Mr. Seiler stated when this plan was approved by Union Township years ago, the Developer had three months to get this plan recorded and that was never done. That is why they had to go back in front of the planning commission. Will PCSA have to start over with the review of this plan as well?

Mr. Fritz replied, he thinks the Authority Manager alluded to that if they are no longer permitted to use the Walter Long road way, then the lot layout follows the proposed roadway, the sanitary sewers and all other utilities follow the lot layout and proposed roadway. If all of that is subject to change or is not approved by the township, then the entire sanitary sewer design might change. **To be retained on agenda.**

CMA STP Plant Upgrade:

Mr. Tucker had a question regarding the KLH Engineers Report on Clairton. The report notes that a transformer, which is near critical path, is shipping on October 27, and the report dated November 14th. This information is listed on Page 1 of the Report, fifth bullet item under No. 2.

Mr. Labee asked for Mrs. Gosliak to follow up with Mr. Lennon on this question.

*Subsequent to the meeting, as instructed, Mrs. Gosliak reached out to Mr. Lennon regarding this question. Mr. Lennon investigated and found that the transformer is on site and installed. This information was forwarded to Mr. Tucker.

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AUTHORITY MANAGER REPORT:

Written report submitted.

Mr. Kovach reported on the following:

1. 2022 Annual Audit PCSA – Bodine Perry: The Board approved the Annual Report at the October 23, 2023 Regular Meeting after Mr. Kovach provided the two outstanding items to his Management's Discussion & Analysis. Mrs. Gosliak then submitted an October 24, 2023 email to Bodine Perry, CPA firm with the two Management's Discussion & Analysis changes to be included with the Annual Report. Bodine Perry is reviewing the Annual Report to provide PCSA with the final bound copies. When PCSA receives the Annual Report bound copies PCSA will distribute to the Board, PCSA Member Municipalities, etc.
2. 2024 PCSA Budget:
The PCSA staff and LSSE continue to provide updated revenue and expense financial information for the budget draft review and input. Mr. Fritz, Mr. Kovach and the PCSA staff continue working on the 2024 Budget Draft, both the Operating and Capital budgets, by exchanging data and analyzing financial reports. Mr. Miller is involved in providing financial review from the 2022 Annual Report, some of the nine-month compilations and Attachment C listed in the Budget draft to help review further PCSA financial information from the past and the current 2023 calendar year. PCSA will review the same as part of the budget process.

Certain capital improvement projects will be carried forward from the 2023 Current Budget to the 2024 Budget Draft proposed due to these projects not being started or not finalized for various reasons. Projects are designated as Act 537 Plan areas of rehabilitation that are vital to the PCSA system upgrades to remove infiltration and inflow (I/I) and to expand capacity. Also, the Act 537 Plan Bower Hill Road Sanitary Sewer Line Extension (SLE) was recently completed.

The 2024 Budget Draft will be provided to the Board Members before the December Annual Meeting for comment and requested approval at the Annual Meeting. Every effort will be made to make this presentation. **To be retained on agenda.**

3. Westbury Phase 2: On October 26, 2023, Mrs. Gosliak mailed two Developer's Agreements (D.A.) for execution to the Developer followed by an email that the D.A. was mailed. On November 13, 2023, the two executed Developer Agreement copies from Ann Murphy were received at PCSA. There are other outstanding issues to be submitted plus a pre-con meeting is required before the contractor can start the Westbury Phase 2 SLE. **To be retained on agenda.**
4. Castlewood Fields Phase 2A SLE: On November 14, 2023, Mrs. Gosliak emailed the Developer's Agreements (D.A.) to Joe Katzfey, Senior Development Manager for Northwest Land LLC to print and provide two original D.A.s to Developer Frank Zokaitis. The D.A. needs executed, and the originals need to be provided back to PCSA. There are other outstanding issues to be submitted plus a pre-con meeting is required before the contractor can start the Castlewood Fields Phase 2A SLE. **To be retained on agenda.**
5. 2024 LSA RAWC Grant Presentation: The Local Share Account Application for the McCombs Road Sanitary Sewer Replacement Project was reviewed by LSSE/PCSA and hand delivered by LSSE on October 25, 2023 to the Redevelopment Authority of Washington County (RAWC). PCSA is requesting \$758,000.00 with matching funds. The total project budget is \$1,516,700.00. PCSA has not been contacted by the Washington County Director of Public Works Development Manager or notified of the list of presentation dates and times to present this project grant request to the RACW Round Table Committee. **To be retained on agenda.**

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6. Employee Reviews: The employee reviews are usually completed in December for requested Board consideration to review the Authority Manager recommendations of the employee review scale and COLA percentages. Every effort will be made to have these completed in December. **To be retained on agenda.**

7. Sanitary Sewer Tap Review & Recap:

2024 Tap Request Allocation

LSSE submitted the tap control plan requesting the 2024 150 tap allotment by letter dated November 7, 2023. The letter goes to CMA and then they forward to PA DEP.

Taps sold 01/01/23 - 10/31/23 are (53) as attached to my report.

Many of the previous development taps were purchased in a prior year or the Developer decided to sell taps for individual lots. However, some of the developments planned for 2023 are far enough along to purchase "Restrictive" or "Regular" sanitary sewer taps by meeting certain PCSA requirements. **To be retained on agenda.**

CHAIRMAN REPORT:

1. Finleyville-Elrama Road SLE Project:

Mr. Labee explained this topic will be discussed further in the Executive Session.

2. Froebe Farms Development:

Mr. Labee explained this topic will be discussed further in the Executive Session.

3. Mineral Beach Development:

Mr. Labee explained this topic was already discussed earlier tonight.

FINANCIAL REPORT:

Mr. Labee asked the Board to review the financial report for the month ended October 2023, and requested a motion to approve the October 31, 2023 financial report.

Mr. Tucker asked about the three CDs that were maturing soon.

Mr. Kovach explained he put a call into Brentwood Bank and is working on those and reminded the Board those were purchased on a rotating schedule of 30, 60, & 90 days. They will all come together at a certain date. Each has been renewed until they can all go through one cycle and end on the same date. In addition, we have another CD that is on a regular basis.

Mr. Tucker presumes a significantly increased interest rate going forward and stated that money market rates are 5.3%.

A motion so moved by Tom Lumsden, second by Henry Glaneman, to approve the October 31, 2023 financial report. Motion carried unanimously.

OLD BUSINESS:

1. Update on Review of Clairton Municipal Authority (CMA) Agree Upon Procedures Report & Allocation of Funds:

Mrs. Gosliak provided an update on discussions with Mr. Melnichak from CMA. An e-mail was sent from Mr. Melnichak stating that PCSA can expect a check to be processed next week for the additional credit for the allocation of funds PCSA was requesting.

Mr. Labee provided a brief explanation of this issue to Mrs. Telego. He explained that CMA charges PCSA for wastewater treatment. At the end of the year, in order to balance their books, they have an audit done to determine if we were overcharged or undercharged based on the flow. This past year, PCSA was overcharged and CMA sent us a check for \$127,382.00. PCSA then asked our accountant to review the numbers. PCSA pays approximately \$1 million for treatment charges. PCSA's accountant determined that CMA was short by \$12,000+ and there was a request made to CMA to review if PCSA is eligible to receive the additional funds based on the accountant's review.

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The Board discussed this topic in greater detail.

*Subsequent to the meeting, PCSA received the credit check on December 4, 2023, as indicated.

Mr. Barner asked about the flow meter that measures the flow to CMA on Smith Lane. Mr. Barner asked if PCSA takes the numbers from the meter and sends that information to CMA or is there an additional meter.

Mr. Kovach explained that CMA subcontracts Drnach Environmental to provide quarterly readings to the upstream communities.

Mr. Barner asked if PCSA reads at our station compared to what Drnach reads?

Mr. Kovach stated no.

Mr. Barner stated we have a flow amount that we use as collection. All of PCSA's monthly customer billings should have an amount of gallons of water that was calculated and that amount should match the amount billed for from the flow meter. Technically, in a perfect world it would be the same amount. Mr. Barner is wondering if those amounts are close.

Mr. Kovach explained no because the readings from the water company are based only on customer usage so it will not add up to the same flow readings because it does not take into consideration for Inflow/Infiltration (I/I) or any other water that gets into the system.

Mr. Barner asked if PCSA has a monthly flow to see how much the customers are using versus how much we are being billed for from the flow meter.

Mr. Kovach stated yes based on the water company readings and then Drnach Environmental reads the CMA placed flow meter and sends all of the upstream communities the readings broken down monthly plus rainfall. PCSA can challenge that information at any time.

Mr. Fritz explained the data listed in the PCSA budget is the CMA flow from the Flume that is metered by the third party, Drnach Environmental. It is not CMA doing its own metering.

PCSA/LSSE is able to remote on to that website real-time and view the flows. There is also a back up that records the flow as well.

The Board discussed this topic in greater detail.

Mr. Kovach summarized that LSSE does monitor this data and PCSA is provided with quarterly readings.

Mr. Barner is curious as to how much infiltration the system is getting.

Mr. Fritz added that is not all of the total water usage going into the sanitary sewer system. Part of the flow that gets into the system is from I/I and rainfall. We have something that is called a Swim Model and we have used this for the Authority before. It is a way of modeling a complex system such as that. But, to try to calibrate a model to get a monthly basis comparison will only compare magnitudes, but never close enough to approximate.

Mr. Barner would like to know how much PCSA is losing on infiltration.

Mr. Fritz explained to that end of I/I as a factor in total flow, the Board authorized in 2022 a Flow Monitoring and System Characterization Analysis. LSSE is getting near to the conclusion of that analysis. That will be part of what LSSE presents to the Board as its findings. This report will help to show how much reduction in I/I we have seen from the various CIPP lining projects that the Authority has done over the years.

The Board discussed this topic in greater detail.

Mrs. Gosliak explained a good bit of that information will be provided in the Budget that we are currently working on with those types of statistics year over year.

Mr. Labee summarized for Mrs. Telego, the water that goes down the drain from your toilet or sink is not all of the water that gets treated. For example, pipes leak and water flows into the pipes that end up flowing to the treatment plant and PCSA ends up paying for that. This is known as infiltration and inflow (I/I). One of PCSA's mission is to repair pipes to reduce I/I.

Mr. Barner is asking if there is a way we could calibrate the water billing part of it to the sewage treatment.

Mr. Labee thinks it is such a variable amount of how much water comes from rain, I/I, etc. By way of comparison, Mr. Labee explained he used to live in Mt. Lebanon. When they built houses back then, they just connected the gutters to the sanitary sewers all over Allegheny County. Now, Alcosan is under a consent order for PA DEP to get all of the rain and storm water out of the sanitary pipes. They were

looking at 1 Billion homes to correct. This is a big deal to make sure I/I does not go into the sanitary sewers.

NEW BUSINESS:

1. Customer Credit Request for Water Leak: 460 Springdale Road, review of credit request from a customer who did not follow the PCSA policy.
Mrs. Gosliak explained that a customer came to PCSA and spoke to Mrs. Fitzgerald about a water leak she had. This customer was an older lady who did not realize her toilet was leaking until she received a bill. The customer did get the leak fixed and her usage has returned to normal. Mrs. Gosliak stated she understands that the Authority Manager has authorization to approve a credit request that follows PCSA's normal process. However, this one is different because the customer did not realize until after the fact.
Mr. Kovach added this customer is older, had just lost her husband, and was crying.
Mrs. Gosliak explained this leak covered a few months' worth of bills. Mrs. Fitzgerald followed the process for calculating the credit amount. Mrs. Gosliak stated this customer's normal usage is 500 gallons per month. These bills had usage of 70,000 gallons and the customer did not know the leak was happening until she received a bill. The water did go down the drain and that is why the Authority Manager did not automatically authorize this credit request.
Mr. Kovach added this customer is just beside herself. She is used to paying a minimum charge of \$35 per month.
Mrs. Gosliak added the credit amount Mrs. Fitzgerald determined is \$866.65.

A motion was made by Chrissie Cole, second by John Seiler, to approve the customer credit as presented in the amount of \$866.65. Motion carried unanimously.

2. CMA 2024 Draft Budget of the Wastewater Treatment System: This Draft Budget was included in the Board Meeting packets.
3. Chartiers Houston Joint Sewer Authority, Request by Aqua to purchase has been approved:
Mrs. Gosliak explained this is another article regarding the purchase of a joint sewer authority.
Mr. Kovach explained that more and more townships are thinking that they are going to benefit from the sale of an authority to make money. However, in Mr. Kovach's opinion, this is a big mistake and this does not benefit the communities; instead, the customers end up paying so much more in the long run.

Mr. Labee added that companies like PA American Water have been buying out sewage authorities by giving them a "sweetheart" deal. As an example, Mr. Labee was aware of one purchase that sounded good to the customers because in the purchase agreement they would not raise any rates for five years. However, now that the five years are up, they are raising rates tremendously.

The Board discussed this topic in greater detail.

Mr. Kovach stated the municipality thinks this is great because they are getting all of this money and they can use it, but in the end, the customers end up paying so much more.

Mr. Tucker stated that PCSA has asked for grants, but can a private company get grants from Washington County or the State and are private companies eligible for loans such as Penn Vest. For example, CMA is going to pay approximately 1% for their Penn Vest loan. Mr. Tucker is curious if a sewer authority is bought out by a private company, can they no longer apply for grants? That is a significant amount of money that PCSA has obtained in grants over the years. In Mr. Tucker's opinion, that may be a factor in a business staying private or going public.

THE CORRESPONDENCE WAS REVIEWED.

EXECUTIVE SESSION:

Mr. Labee called for an Executive Session at 7:49 pm to discuss various developments and the Finleyville-Elrama Road SLE project.

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Mr. Labee reconvened the meeting from the Executive Session at 8:38 p.m. after discussing the Finleyville-Elrama Road SLE project. Mr. Labee asked for the following motions.

A motion was made by Chrissie Cole, second by John Seiler, to authorize LSSE to get test pits performed to find the reported 36" wild cat sewer along Finleyville-Elrama Road for a cost not to exceed \$10,000. Motion carried unanimously.

A motion was made by Paul Chenevert, second by Robert Tucker, to approve Resolution No. 2023-05 as presented and to authorize LSSE to prepare and submit the grant application for the LSA Statewide grant program for the Finleyville-Elrama Road Sewer Line Extension Project Collection System portion only in the amount of \$1 million.

The Board discussed the intent of a letter being sent to Union Township regarding cost sharing for the Finleyville-Elrama Road Sewer Line Extension Project.

Mr. Binotto explained the intent of the letter is to clarify the equalization of costs based on the assumption that grants would be obtained by either one or both of us.

Mr. Tucker asked if this should be an amendment to the Memorandum of Understanding (MOU) or an agreement to amend the MOU?

Mr. Binotto replied, this will be an amendment to the MOU.

Mr. Labee summarized that Mr. Binotto will write the letter and send it to Union Township for their signature. Next, Union Township can return the signed letter to PCSA and we can discuss it at the December Board Meeting.

Mr. Binotto stated after Union Township signs the letter, he will circulate to the Board for review and discussion at the next meeting.

Mr. Seiler asked that PCSA inform Union Township of PCSA's position and so they can expect this letter.


Mr. Binotto replied, he will contact the Union Township Solicitor tomorrow to explain.

A motion was made by Paul Chenevert, second by Tom Lumsden, to authorize the PCSA Solicitor, Mr. Binotto, to write and send a letter to the Union Township Solicitor and Chairperson that identifies the Board's position regarding the increased funding associated with the Finleyville-Elrama Road Sewer Line Extension Project cost sharing in anticipation of one or both parties receiving grant money. Motion carried unanimously.

ADJOURNMENT:

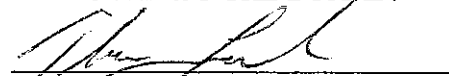
The Chairman adjourned the meeting at 8:44 pm

MINUTES PREPARED BY:



Tanya Gosliak, Assistant Authority Manager

APPROVED BY THE BOARD:



Thomas Lumsden, Secretary