

**PETERS CREEK SANITARY AUTHORITY
Regular Meeting January 22, 2024**

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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, Jason Stanton, Eric Fritz, and Dale Withers (Constable).

The Pledge of Allegiance was recited.

MOMENT OF SILENCE: Mr. Labee requested a moment of silence for the passing of Board Member, John Seiler's wife, and former Board Member, Lisa Tomosky's mother.

PUBLIC COMMENT: Nottingham Heights Scarmazzi Development on Lutes Road, Nottingham Township. In attendance were Daniel Lutes property owner, Michael Wetzel, and Paul Scarmazzi of Scarmazzi Homes.

Mr. Lutes began by thanking the Board for the opportunity to address them. Mr. Lutes stated he is a long-time customer of PCSA and lives on McCombs Road. Recently he became the owner of 68 acres of land on Lutes Road and his father passed away almost a year ago. Mr. Lutes explained how he grew up on this property and has very fond memories of it. Mr. Lutes stated a fun fact is that he is the nephew of the late Ed Schultz, former PCSA Board Member.

Mr. Lutes explained he has been mowing and keeping this property well taken care of for the last decade. He explained that he has engaged Victor-Wetzel Associates to perform some due diligence and analysis to help determine what would be the best use for that land. They came back with a proposal for what they call patio homes or "empty nester" homes. Mr. Lutes reported these patio homes would be located next to Peters Township so that families who end up with an "empty nest" after the kids are done with school, could relocate to this area right outside of Peters Township and pay less taxes. Through this process, Mr. Lutes was introduced to a few builders. In Mr. Lutes' opinion, Mr. Scarmazzi will do the best job and be the best to work with.

Mr. Lutes reported that Mr. Scarmazzi has a proposal for roughly 99 homes. Mr. Lutes stated he understands approximately 75% of this property is within the PCSA jurisdiction. Mr. Lutes is here tonight to request consideration for public sewer for those additional units, approximately 25% of the plan. If approved, the entire plan can be in the PCSA public sewer system. Mr. Lutes explained that Mike Wetzel is here tonight to answer any technical questions. Mr. Lutes explained the Board's decision would significantly affect his property value. Mr. Lutes understands this plan is gravity driven. Mr. Lutes reiterated that he has done his due diligence and believes Scarmazzi Homes has a great reputation and he is happy to be working with Mr. Scarmazzi. Lastly, Mr. Lutes reported that this information has been brought to the attention of Nottingham Township and they are very excited about this development.

Mike Wetzel of Victor Wetzel and Associates introduced himself. Mr. Wetzel presented mapping and detailed information regarding this development and also regarding the PCSA service area. Overall, out of the 68 acres there are about 15 acres not inside of the service area. There are about 21 homes located outside of that area. Everything has been looked at through the site grading and everything will be gravity fed sewers and no grinder pumps for anything. Overall, we are asking to allow those 21 units to be included in the public sewer and be part of the Peters Creek Sanitary service area. Mr. Wetzel explained they have met several times with Nottingham Township staff and they are overly excited about moving forward with this plan. This is one of the last steps we have to go through to move forward. The Board discussed all of the documents and visuals presented.

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Mr. Labee stated he believes he can speak on behalf of the Board, that we certainly encourage development. The area that is outside of the PCSA service area, are you aware in order for PCSA to accept that, we would have to get agreement from PCSA's downstream communities. Mr. Labee explained the Wastewater Treatment Agreement (WWTa) with Clairton Municipal Authority in greater detail and how many entities are involved, such as Jefferson Hills Borough, South Park, and PCSA.

Mr. Stanton added that the PCSA Member Municipalities, which are Finleyville Borough, Nottingham Township, Peters Township, and Union Township need to approve that revision. Mr. Chenevert stated a point of information and asked if Mr. Lutes was aware if any portion of a lot falls within the PCSA service area, you can then have public sewer. The Board discussed this in greater detail.

Mr. Wetzel explained that redesigning that portion is not an option. Mr. Lumsden confirmed that 78 out of 99 lots are in the service area, and the response was yes. Mr. Glaneman asked if they had looked at shifting the entire development down the hill.

Mr. Wetzel explained that because of the existing slopes that take place, there really is not much room to shift the plan down the hill because it gets into steep slopes. We are limited in regard to the ridge top location in terms of access so that is why it was designed this way.

Mr. Kovach asked if they would move forward with this development if this request was not approved.

Mr. Scarmazzi said that would need to be evaluated before a decision was made. The Board discussed this topic in greater detail. Mr. Fritz explained a Planning Module would be required and all entities would need to approve and state that capacity was available in the system.

Mr. Labee asked the engineers approximately how long this process would take.

Mr. Stanton explained you would have to identify the revision of the service area and accommodate the southerly portion of the Lutes property. All four of the PCSA's member municipalities will need to approve the revision. This could take three to four months. Those would be the first steps. If the PCSA member municipalities approve revising the boundary, then we would approach Jefferson Hills, South Park, City of Clairton, and CMA. The total process could take 8-12 months.

Mr. Tucker asked if the Authority has ever tried to change the service area boundaries in the past.

Mr. Kovach replied no, but there was one instance where an on-lot system could not be replaced, and a request came from Peters Township for PCSA to accept a single house.

The Board discussed this in greater detail.

Mr. Chenevert asked if there is any experience in seeing this type of request being successful.

Mr. Stanton replied yes. Mr. Stanton explained the 78 homes are already in the service area. If that is where the development would stop, the Developer could file a Planning Module and begin the normal development process with PCSA. Those 21 units to the South are the specific units involved in the request tonight. In terms of getting the approvals from the approximately 8 other entities involved, essentially the approval would be for the 21 units to fall within the PCSA service area. The issue of capacity is not a concern. This has been done in the past, but this process can be time consuming. The approval part from PA DEP can also take 6-8 months.

Mr. Wetzel understands this process takes some time.

The Board discussed this topic in greater detail.

Mr. Labee explained that he had heard that the turnpike has plans to build through this area and stated they may want to look into that.

Mr. Wetzel explained they could provide a letter with a brief narrative and exhibit that states their request to expand 15 acres into the PCSA service area to get the process started.

Mr. Labee asked if it was possible for them to break this development into two phases. The first phase being the largest portion inside the PCSA service area and that could start as soon as tomorrow. The second phase could be separated.

Mr. Wetzel replied that is one thing they could look at.

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Mr. Tucker stated if we were to consider this and having eight other entities needing approval, he would expect the Developer to cover all of the costs associated with this request. The costs would include engineering, legal, and staff costs. In Mr. Tucker's opinion, these costs could be as high as tens of thousands of dollars.

Mr. Labee explained the difference between this request and a normal development in the PCSA service area is the Developer would sign a Developer's Agreement up front and have an escrow deposit established because PCSA would know this project will go forward. Unfortunately, this request for development outside the services area is unknown whether it will get approved.

The Board discussed the different agreement options that would be available and conditioned upon the 8 other entities approval.

Mr. Labee summarized by stating that three-quarters of this property is in the PCSA service area and twenty-five percent can easily be incorporated into the service area with gravity flow. For economies of scale, we would like to proceed with the larger development.

Mr. Lumsden explained he knows that PCSA has done a lot of work with Scarmazzi Homes and Paul Scarmazzi and he would like Mr. Scarmazzi to introduce himself to the Board. Mr. Lumsden would also like to know if Mr. Scarmazzi is happy with the way PCSA has been working with Scarmazzi Homes over the last few years because Mr. Scarmazzi is building a lot in the PCSA area. Mr. Lumsden explained that Mr. Scarmazzi came into this area a few years ago in the middle of a hornet's nest, so to speak.

Nevertheless, PCSA is here to work with all Developers.

Mr. Scarmazzi replied, absolutely, Mr. Kovach is the best. He introduced himself and stated he appreciates all of the help he has received from Mr. Kovach along the way. He thanked the Board for their time tonight.

Mr. Labee wrapped it up by stating the Board appreciates the presentation. The Board will discuss this further later this evening in the Executive Session and notify the Developer the next day or so regarding the outcome of the discussion.

Mrs. Cole asked if all of these homes are going to be patio homes?

Mr. Scarmazzi replied these homes will all be one level with a large recreational area with pickleball courts and a pool at a cost of \$700,000 - \$800,000. It is very important to have these amenities for the lifestyle that we sell and if this development doesn't work out the way we need it to, then we will have to evaluate the project and the layout of the land. This type of development only scales over so many units.

Mr. Chenevert stated he wanted Mr. Lutes to be clear on what is going to happen now. The Board will discuss this further and then decide. If approved by the Board, there will need to be a formal process with a preliminary Developer's Agreement, and an agreement for the Developer to take care of all of the costs. The Board discussed this in greater detail.

Mr. Wetzel stated they appreciated the Board's time and discussion this evening.

BOARD MEMBER COMMENTS:

Mr. Chenevert wanted to inform everyone that he is involved with an organization that has a raffle going on. The VFW in McMurray, Post 764. The raffle is for a \$25 ticket to win a Jeep CJ5 that has been refurbished. If anyone is interested, please call Post 764.

Canteen = (724) 941-2005 / Office = (724) 941-3358

Mrs. Cole explained how nice it was of Mr. Lumsden acknowledging Mr. Scarmazzi and the work he has done in our member municipalities. Mr. Lumsden explained he hears Mr. Scarmazzi's name quite often and only good things have been said.

Mrs. Gosliak added that she has worked with Mr. Scarmazzi and he is a pleasure to work with.

APPROVAL OF DECEMBER 18, 2023 REGULAR MEETING MINUTES:

Mr. Labee requested a motion to approve the December 18, 2023 Regular Meeting Minutes.

A motion so moved by Rob Tucker, second by John Seiler, to approve the December 18, 2023 Regular Meeting minutes. Motion carried unanimously.

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TOTAL BILLS FOR APPROVAL:

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

A motion so moved by Henry Glaneman, second by Tom Lumsden, to approve the total bills for \$391,963.24. Motion carried unanimously.

BOARD MEMBER BILLS FOR APPROVAL:

Mr. Labee reported there were no Board Member Bills for Approval.

ENGINEER REPORT:

Written report submitted.

Mr. Fritz reported on the following:

1. 2024 Annual Budget: Copies of the Final 2024 Annual Budget printed, bound, and mailed to PCSA for distribution on December 21, 2023.

2. Developments:

Trax Farm Plan No. 1: Proposed lot line relocation between two (2) existing lots along Sugar Camp Road in Peters Township. Recording Plan received from surveyor on January 3, 2024, currently under review.

Trax Farm Plan No. 2: Proposed lot line relocation between two (2) existing lots along Turkeyfoot Road in Peters Township. Recording Plan received from surveyor on December 20, 2023, currently under review.

EcoExpress Carwash: Development consists of a proposed carwash facility located along Route 88 in Union Township. Developer's engineer, PCSA and LSSE have been coordinating regarding sanitary sewer requirements. Recording Plan for subdivision received by PCSA on December 20, 2023, review pending submission and approval of planning module for the development. Industrial User Survey Application received from CMA. Developer will be required to complete and submit this application to CMA during the planning module stage.

Mr. Stanton reported that most car washes recycle all of their water and that is what makes it profitable. The discharge of wastewater will have an oil/water separator so that none of that oil or grease gets into the PCSA system.

3. PCSA Corrective Action Plan/Pa DEP Tap Approval: As authorized, tap request letter issued to CMA on November 7, 2023. PCSA and LSSE have been coordinating with Pa DEP regarding the 2024 tap request. PCSA / LSSE received notice from Pa DEP by email dated December 8, 2023 that the Pa DEP comments had been satisfied and that the 2024 tap approval would be issued. PCSA received Tap Allocation for 150 taps for 2024 via letter from Pa DEP dated December 20, 2023. **To be retained on agenda.**

Second Period 2023 CAP Report: Request for information issued to PCSA by letter dated December 29, 2023. LSSE is currently preparing report for submission to Pa DEP by the January 31, 2024 deadline.

4. GIS Updates: Asset Management discussed with the Board at the December meeting. GIS presentation prepared for the January Board Meeting.

Mr. Fritz explained the presentation starts with the same information that was presented last month during the Asset Management presentation. The Authority owns and maintains certain assets such as manholes, sanitary sewers, and lift stations. Through GIS these assets can be managed, reviewed, and classified all to aid the Authority in O&M planning and to document work completed to date. Mr. Fritz explained the GIS presentation in greater detail.

Mr. Labee asked if this database is owned by PCSA and the answer was yes.

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Mr. Stanton explained that LSSE houses the database, and if our GIS technicians come out to do some As-Builts, LSSE will collect the data needed and then come back to the office and download the data to the LSSE server. There is also the option to house the database on-line.

Mr. Barner asked if this type of information can be made available to the public. From a plumber's point of view, he explained that information could be helpful when performing a dye test and/or finding a manhole. Currently, he can get that information from the PCSA office if he comes to the office.

Mr. Stanton recommends that those types of users to be registered and given permission, but he would not recommend opening the GIS system up to general public.

Mr. Labee added he fully appreciates Mr. Barner's perspective as a plumber, but from a security standpoint that could open PCSA up to a security breach.

Mr. Fritz passed around a tablet with field maps loaded so the Board could take a look at the information housed in the GIS system. The next step for PCSA would be to purchase a creator license at approximately \$550 per year. Mr. Fritz explained several other options in greater detail. Mr. Stanton explained this license would give the PCSA staff the ability to enter data from field reviewed manholes etc.

Mr. Seiler added this information would be helpful if it were available to Emergency Management Services.

Mr. Kovach added he would like to have this available on a table and the phones.

Mr. Stanton summarized that GIS and Asset Management were the first questions asked by the Board for LSSE to review and present. One of the other topics was that the South Park Township has this system.

The Board asked what the cost is for PCSA to have this system.

Mr. Stanton stated the cost is \$550 per year.

The Board discussed this topic in greater detail.

A motion was made by Rob Tucker, second by Chrissie Cole, to purchase one license of ARC GIS as presented. Motion carried unanimously.

5. PCSA Projects:

Interceptor Manhole Repairs: 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 via letters dated June 16, 2023. Chapter 105 General Permit Registration Package and Erosion & Sedimentation Control Plan issued to Washington County 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 letters 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 in letters dated November 13, 2023. WCCD and ACCD approvals received on November 15 and November 20, 2023, respectively. Construction drawings and contract documents are being drafted. LSSE to discuss authorization during the January Board Meeting to bid this contract. **To be retained on agenda.**

Mr. Fritz explained construction costs are estimated at \$486,000 and is requesting Board authorization to put this project out for bid.

Mr. Lumsden asked when LSSE expects to put this out for bid.

Mr. Fritz replied, they are planning to open the bids at the February Board Meeting.

A motion was made by Tom Lumsden, second by Chrissie Cole, to authorize LSSE to put out for bid the Interceptor Manhole Repairs Project. Motion carried unanimously.

*Subsequent to the meeting, bid opening was delayed until the March 25, 2024 regular meeting.

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Finleyville-Elrama Road Extension:

- a. PCSA Manager and LSSE met on-site on August 17, 2023 to review preliminary layout of proposed pump station, force main and gravity sewers.
- b. 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.
- c. 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. Joint meeting with Union Township was held on September 19, 2023, LSSE attended with several PCSA Board Members. Action items from this meeting include the following:
PCSA/LSSE:
 - i. Update Act 537 Plan Report to address Bankson comments.
Status: Updates completed. Revised Act 537 Plan Report issued to Union Township by letter dated January 15, 2024. Response letter to Bankson comments issued to Union Township by letter dated January 15, 2024. Union Township to review/approve and advertise for the 30-day public comment period.
 - ii. Issue capacity availability request letters to South Park Township (PCI), Jefferson Hills Borough (PCI) and CMA (STP). LSSE issued capacity availability request by letters dated October 4, 2023.
 - iii. Status: Capacity availability received from Jefferson Hills Borough by letter dated October 23, 2023. Capacity availability received from CMA on November 22, 2023. South Park Township capacity availability letter still outstanding. 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.
 - iv. Schedule dialogue with Union Township / Bankson Engineers with respect to ROW acquisition process (forms of agreement, property owner meetings, etc.)
- d. Wildcat Sewer Investigation – 36" wildcat running along Finleyville-Elrama Road discussed with Board at the October Board Meeting. As authorized, LSSE obtained proposal from contractor(s) to test pit the wildcat. As authorized, alternate route for collection system reviewed by LSSE, discussed with Board at the November meeting. Right of Entry & Temporary Grant of Right-of-Way Agreement executed by the four (4) property owners. PCSA/LSSE currently coordinating with the contractor to complete test pits.
- e. Amendment to the MOU discussed with the PCSA Board Members at the November meeting and issued to Union Township by letter dated November 21, 2023 by the PCSA Solicitor. PCSA/LSSE received notice that the Amendment to the MOU was approved and executed by Union Township at their December 7, 2023 meeting.
- f. Updated schedule included in Board's January packets. **To be retained on agenda.**

Hidden Hollow Sanitary Sewer Replacement Project: Twelve existing dwellings located near Hidden Hollow Road are currently served by private sanitary sewer that discharges to PCSA sanitary sewer located near the intersection of Route 88 and Hidden Hollow Road. As discussed at recent Board meetings, sale of the property is being proposed. The existing homes are located on Parcel #1 (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 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

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coordinating with potential Owner regarding 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 have 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 Opinion of Probable Cost (OPC). SOA approved by Board at February 2023 meeting. Survey and drawing preparation scope of work have been initiated and in progress.

- a. Construction drawings are approximately 75% completed, specifications have been drafted and permit documents have been drafted. Erosion & Sedimentation Control Plan issued to Washington County Conservation District (WCCD) on August 7, 2023, pending comments/approval. Those comments were addressed and received from WCCD. Response to WCCD comments issued by LSSE letter dated November 7, 2023. Additional comments received from WCCD and LSSE is currently preparing a response. Part II approval received from Pa DEP by letter dated January 8, 2024. Once WCCD approval letter is obtained, LSSE will prepare advertisement.
 - b. 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 2023 Board Meeting. **To be retained on agenda.**
6. PCSA Right-of-Way (ROW) Clearings: As requested by PCSA, exhibits created by LSSE showing the location of buried manholes noted during pre-rehabilitation CCTV under Project E – West as well as exhibits showing the location of sewer segments that may be candidates for rights-of-way clearing. Exhibits provided to PCSA for review and reference for future projects to raise buried manholes and/or clear rights-of-way. PCSA and LSSE conducted field walkthrough on January 11, 2024 to evaluate/revise rights-of-way clearing scope of work. PCSA/LSSE is currently coordinating with contractors to complete rights-of-way clearing in 2024. Discussion continues between PCSA/LSSE for potential year of clearing and possibly budget money toward future clearing. **To be retained on agenda.**
7. 2024 RACW LSA Grant Program: Board elected to submit the McCombs Road Sanitary Sewer Replacement Project. As authorized at the October meeting, LSSE prepared the LSA Grant Application Package. The Application package was hand delivered October 25, 2023. Application interview by PCSA/LSSE held with RACW on January 16, 2024. **To be retained on agenda.**

FIELD REPORT:

Written report submitted.

Mr. Kovach reported on the following:

1. Manhole Interceptor & Collector Rehabilitation: 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). This is an ongoing process and/or as the need arises. **To be retained on agenda.**
2. Hidden Hollow Sanitary Sewer Replacement Project: As an update, this is another 2024 project proposed once all permitting, etc. becomes approved and is received. Previously, the Board approved advertisement for this project once all required documents, etc. are LSSE prepared and received. Again, property owners close to this project such as Mr. Costa and Mr. Cadman discussion is taking place as the process moves forward. **To be retained on agenda.**
3. Right-of-Way (ROW) Clearing: This has been field reviewed and is being evaluated by LSSE/PCSA for 2024 and future work beyond as part of a current and future program. **To be retained on agenda.**

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4. Snee Road Bridge & PCSA Interceptor Beyond: To this point in time, there have been no reported backups to the approximately 1 mile of PCSA sanitary sewer interceptor on the opposite side of Peters Creek since the Snee Road Bridge has been removed. However, Union Township applied for a LSA RACW grant for funding to replace the Snee Road Bridge. Mr. Kovach reported that Union Township put in several grant applications and one of them was for the Snee Road Bridge Project.

SOLICITOR REPORT:

Mr. Binotto reported on the following:

1. CMA Phase II Expansion and Committee Meeting, Review of Report:

Mr. Binotto explained the CMA December committee meeting was cancelled because there was nothing significant to report. The documents are in the Board Meeting packets. This topic will remain on the agenda for future discussion. **To be retained on agenda.**

2. Motions Court Hearing regarding Jefferson Borough's discovery of the City of Clairton's intention to appoint a Board Member to the CMA Board:

Mr. Binotto reported he attended one of the hearings in Allegheny County concerning the City of Clairton's attempt to appoint a taxpayer from Jefferson Hills Borough to the CMA Board. Mr. Binotto provided an update on this topic in greater detail. His partner, Jana Grimm, attended the second meeting and also provided a report on the details of what transpired. Mr. Binotto reported that at the conclusion of the hearing there was an Order of Court Dated January 8th where the Emergency Motion was Denied, and the appointment of Ms. Ruscitto was vacated. A new appointee must be a resident, taxpayer, or property owner in the City of Clairton.

Mr. Seiler reported that Ms. Ruscitto is running for State Senate.

Mr. Barner asked about PCSA, Jefferson Hills Borough and South Park Township all having a representative on the CMA Board.

Mr. Binotto explained that issue was brought up several years ago and the City of Clairton had no interest in us having representation on the CMA Board.

Mr. Barner was concerned that PCSA pays partly for the CMA plant upgrade, but PCSA has no say in the matter.

Mr. Binotto explained prior to Mr. Barner's appointment to this Board, PCSA had the Allegheny County litigation that involved a Pleading that CMA and the City of Clairton was not keeping PCSA informed on the advances and they were not paying out the credits due per the Wastewater Treatment Agreement (WWTA). PCSA basically showed that if they tried to sell the Authority, the sale would not be approved unless the member municipalities agreed. The WWTA has been in existence for some time and we do have some rights and implicit rights. During this time of litigation, Mr. Binotto proposed an eight-person board with five appointees from the City of Clairton and one from each of the member municipalities. That proposal was shot down even though the judge seemed to be in favor of that.

The Board discussed this topic in greater detail.

3. PCSA Board Member Attendance Fee Increase Update, PA Municipal Authorities Act:

Mr. Binotto reported an update to an inquiry as to whether or not PCSA could increase the Board Member attendance fee. Mr. Binotto provided the Board Members with an email in their packets of information regarding this request. Essentially, under the Municipal Authorities Act you cannot change the rate of a Board Member fee without the permission of the appointing municipality. Therefore, Mr. Binotto recommended that if it is the Board's desire to pass a motion subject to the approval of the individual member municipalities, he would prepare a letter and a resolution for the member municipalities requesting they approve the increase effective January 1 of 2024. A question has been asked if one of the member municipalities does not approve of the fee increase, what would happen. Mr. Binotto reported, in his opinion, that would only affect the members of that municipality. There is a provision in the Municipal Authorities Act that allows the Board to change the compensation for its officers, but the PCSA Board cannot use that provision to go

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around the approvals required to increase the other Board Members' fee. Mr. Binotto reported he would be happy to prepare the correspondence and a short resolution for each of the member municipalities to move forward with this request to increase the PCSA Board Member attendance fees. Mr. Binotto recommended that the Board discuss this further in Executive Session to determine if this is something they want to approve and move forward with. If so, the Board could pass a motion to increase the Board Member Attendance Fees. Once that is determined, then Mr. Binotto could move forward by contacting the PCSA Member Municipalities and requesting approvals as applicable.

Mr. Labee stated we would need a motion to move forward.

Mrs. Gosliak added the current attendance fee is \$50.00, and if you do not attend the meeting, you do not get the attendance fee.

Mr. Labee asked if officers get additional funds?

Mrs. Gosliak replied, no everyone gets paid the same amount. Mrs. Gosliak summarized the discussion was to raise the attendance fee from \$50.00 to \$75.00.

Mr. Tucker asked if this discussion could continue in the Executive Session later tonight and the Board agreed. **To be retained on agenda under Executive Session later in the meeting.**

4. South Park Mobile Estates (SPME): PCSA Request to Review Requirements: Mr. Binotto reported that he reviewed a package provided by PCSA of the request to update the SPME requirements. Mr. Binotto will discuss further with the engineer and PCSA.

Mr. Binotto explained he had reviewed the documents regarding South Park Mobile Estates (SPME). To recap, SPME back in April of 1984, deeded over to PCSA its sewer facilities except for the private laterals. There is a comprehensive lease and ROW agreement where PCSA leases the facilities back to SPME. The document is clear that the PCSA owns the facilities subject to SPME maintaining it in a state of good service. There has been correspondence over the years regarding billing the individual tenants that own the trailers, but that has never come to fruition because they do not have separate billing meters. Since 1984, PCSA bills SPME a flat fee. Mr. Binotto reported that Mr. Kovach wants to entertain discussions going forward regarding this system. In Mr. Binotto's opinion, PCSA has the absolute right to check the system or a cause to have the system checked. If it is not in a good state of repair, PCSA has the absolute right to inform SPME of the corrections that need to be made. If they do not comply, PCSA has the right to do the corrections ourselves and bill SPME. This is a comprehensive, easy-reading agreement that gives PCSA authority over this system.

Mr. Kovach added he has worked with SPME to get up to compliance. SPME has made progress on notifying PCSA so PCSA can do inspections; however, we are still working on getting them to comply with dye tests, etc. PCSA sends one bill for 300+ units then SPME is supposed to submit an updated form to PCSA with information such as trailers in or out. SPME does not always comply with those submittals.

Mr. Kovach stated in his understanding some people own their trailer and others rent a trailer. The parcel is one parcel owned by SPME. Mr. Kovach is working with Mr. Binotto to determine how PCSA can ensure the private laterals comply when a trailer is sold. They determined to make the park owner, SPME, not the tenant of the trailer, bring that private lateral into compliance. Mr. Kovach added the agreement also gives PCSA the right to review the system. The plan is for PCSA to request a Zoom meeting with the SPME owners who are in another state and inform them this is what they are required to do in order to bring the private laterals into compliance. What we resolved before was the lateral portion and inspection. However, the dye testing has still been unresolved.

Mr. Binotto explained the lease agreement states that if PCSA discovers something is out of compliance and needs repaired or replaced, then SPME would be in violation of the lease agreement. If they refuse to repair, the lease agreement gives PCSA the right to repair and SPME to pay for the repair. In addition, PCSA would put them on notice and they would have so many days to remedy or they would be charged.

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Mr. Labee asked if the plan is to camera all lines?

Mr. Stanton replied, he is not sure there are enough manholes to be able to camera the entire system. Mr. Kovach explained years ago the lines were CCTV'd. Mr. Kovach is talking about dye testing when they sell a trailer, but the private lateral is not in compliance. That is what Mr. Kovach is trying to address now. Mr. Kovach explained PCSA can start now and going forward when there is a sale in the SPME. The path forward would be for Mr. Binotto to write a letter explaining to the owner of SPME that anytime there is a sale, they need to follow the No Lien Letter / Dye Test process with PCSA.

Mr. Binotto stated the lease agreement states: SPME is responsible for correcting any infiltration/inflow (I/I) of water into the system and the lessor shall have the right to inspect said system and conduct any test, etc., on the system. This lease agreement is a recorded document and covenant that runs with the land. Mr. Binotto explained that Mr. Kovach and he can come up with a polite yet firm letter explaining the situation.

Mr. Lumsden stated if there is one main manhole in that park, we could place a meter to determine what the flow is during normal times and during a rain event. Then we would have an idea if there is I/I.

Mr. Kovach explained that the old owner of SPME had paid for a flow meter study years ago. Right now, we are just looking at dye testing to check on the private laterals.

Mr. Binotto stated PCSA has the right to raise the rates too.

The Board discussed this topic of flow metering in greater detail.

Mr. Kovach stated we could possibly require both dye testing and flow metering. **To be retained on agenda.**

AUTHORITY MANAGER REPORT:

Written report submitted.

Mr. Kovach reported on the following:

1. 2024 PCSA Budget Final: As a follow up on December 22, 2023, Mrs. Gosliak mailed the bound copies of the 2024 approved budget to Board Members and consultants. Then on December 28, 2023, Mrs. Gosliak mailed the same to all PCSA Member Municipalities.
2. 2024 Washington County Local Share Account (LSA) Program: The Redevelopment Authority of the County of Washington (RACW) Local Share Project briefing presentation by LSSE/PCSA for requested LSA grant funding took place on January 16, 2024.

As a recap, the 2024 LSA presentation was for the rehabilitation project named the McCombs Road Sanitary Sewer Replacement Project located in Peters Township. The project scope of work consists of in-trench replacement of approximately 6,750 linear feet of existing sanitary sewer with larger diameter sewer. This will increase the hydraulic capacity of the sanitary sewer and reduce ground water infiltration (GWI) and rainfall dependent infiltration and inflow (RDI) within the sanitary sewer system.

The total project budget is estimated at \$1,516,700. PCSA/LSSE requested \$758,000 in LSA grant funding with a 50%+ match. The RACW Roundtable Review Committee will recommend projects for funding and present the list to the Washington County (WC) Commissioners for final approval. The final list approved by the WC Commissioners will then be forwarded to the Pa. Department of Community and Economic Development (Pa DCED) by March 31, 2024 for certification. (The January 16, 2024 Power Point presentation and Washington County article is provided for your review in your PCSA Board Meeting packet).

Mr. Kovach reported there was an article that Ms. Pruss included in your Board Meeting packets explaining the Committee had 94 projects trying for \$9.2 million in LSA gambling revenue. These 94 projects total \$28 million in grant fund requests. In past years, the average funds were approximately \$6 - \$8 million. In Mr. Kovach's opinion, Mr. Fritz and he did an excellent job at

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the presentation and he has a good feeling about a successful grant application this year. **To be retained on agenda.**

3. Certificate of Deposit (CD): The two \$100,000 CDs at First National Bank mature on January 30, 2024. As discussed with the PCSA Board, Mr. Kovach has been in contact with various financial institutions to discuss renewals or withdrawals of the CDs and future deposits. Also, PCSA is looking into CDs from the PCSA bank account funds. **To be retained on agenda.**
4. Statement of Financial Interests: The form is for your completion to comply with the annual filing requirements of the Public Official and Employee Ethics Act 65 PA C.S. § 1101 et seq. This document is for the 2023 calendar year requested information required to be filed by May 1, 2024.

In 2017, Mr. Chenevert requested that the office address portion be listed, and a copy of last year's form provided. Besides the request, PCSA took the liberty of filling in your name, the office address, phone number and the filing year. Extra copies can be requested from the PCSA office if you want to complete a blank form on your own. (form included in your Board Meeting packet).

Mrs. Gosliak will discuss this with you at the January 22, 2024 Regular Meeting. *Please provide the completed form to Mrs. Gosliak at the PCSA office or you can place your completed form in the PCSA drop box as soon as possible for proper filing. **To be retained on agenda.**

5. Board Member Training: The Pennsylvania Municipal Authorities Association (PMAA) Board Member Training is both in person and virtual. The in-person training for the West is scheduled for March 14, 2024, Thursday at the Doubletree by Hilton, 910 Sheraton Drive, Mars, Pa.

The in-person registration pricing prior to February 24, 2024 is \$140.00 per person since PCSA is a PMAA Member. The virtual registration as a PMAA member is \$75.00. The Virtual training date is April 11, 2024. (Information including the agenda is provided in your Board Meeting packet). Mrs. Gosliak will discuss this with you at the January 22, 2024 Regular Meeting.

*Please let Mrs. Gosliak know as soon as possible if you are interested in attending. **To be retained on agenda.**

6. Sanitary Sewer Tap Review & Recap:
Taps sold 01/01/23 - 12/31/23 are (92) as attached to my report.

The 2023 Capital Budget projected selling 95 taps which was close to the 2023 taps sold. The tap number is a +/- number depending on Area Developer/Builder or residential purchase and/or progress status in 2023.

A list of the 2023 Taps Sold is provided in your Board Meeting packet. Many of the previous development taps were purchased in a prior year or the Developer decided to sell taps for individual lots. There are developments planned for 2023 that were far enough along to purchase taps or that met the PCSA requirements to purchase restrictive taps. **To be retained on agenda.**

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Mr. Kovach explained there is a lot of development happening and depending on how far along that development gets in 2024, PCSA could come close to selling out of the 150 tap allotment. **To be retained on agenda.**

7. 2024 Tap Request Allocation: LSSE submitted the tap control plan to CMA requesting the 2024 tap allotment by letter dated November 7, 2023. The PCSA request letter is then forwarded by CMA to Pa DEP.

CMA received a Pa DEP December 20, 2023 letter that was forwarded to PCSA December 21, 2023 approving the PCSA 150 sewer tap allotment for the January 1, 2024 through December 31, 2024 calendar year. A copy of the Pa DEP letter response for the PCSA 2024 tap allocation to Ryan Potts, CMA Superintendent, is included in your Board Meeting packet.

CHAIRMAN REPORT:

1. Finleyville-Elrama Road SLE Project:

Mr. Labee stated the Board has already heard from the Engineers tonight regarding this project and there is no need for further discussion.

2. Froebe Farms Development:

Mr. Labee asked Mr. Binotto if he was aware of any updates regarding Froebe Farms.

Mr. Binotto replied no. However, Mr. Kovach sent a letter out today advising them they owe PCSA \$10,000+ in past due invoices. Mr. Binotto also sent an email to their Attorney today asking for an update but has not received a response as of yet. Mr. Binotto did indicate in his email that PCSA is still under the assumption this is a gravity flow system they are proposing.

3. Mineral Beach Development:

Mr. Labee asked LSSE if there were any updates.

Mr. Fritz replied, no updates within the last month from Mineral Beach Development.

The Board discussed the history of this development and the requirements that the Developer needs to meet with Union Township.

FINANCIAL REPORT:

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

A motion was made by Rob Tucker, second by Tom Lumsden, to approve the December 31, 2023 financial report. Motion carried unanimously.

OLD BUSINESS: None.

NEW BUSINESS:

1. PA One Call System – Proclaim April 2024 as Safe Digging Month with Resolution No. 2024-01: Mrs. Gosliak began by stating that many of the Board Members may be familiar with this subject from past years. The PA One Call System is asking for support to raise public awareness about what the PA One Call System is for. They want to proclaim April each year as Safe Digging Month. They are trying to get the word out to the public to call three days before you dig. PCSA has always supported PA One Call efforts in their public awareness campaign. The process is for the Board to approve a resolution that proclaims April as safe digging month. Resolution 2024-01 was included in the Board Meeting packets for your review. Once the Resolution is approved, Mrs. Gosliak will promote this campaign. Examples of how this information was promoted last year were provided in the Board Meeting packets as well. Mrs. Gosliak will post this on the PCSA website and the PCSA customer bills.

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Mr. Chenevert stated that last year Mrs. Gosliak found an awesome video promoting safe digging month and asked if that could be done again this year.

Mrs. Gosliak replied, yes she will do the same this year.

A motion was made by Paul Chenevert, second by Tom Lumsden, to approve Resolution No. 2024-01 as presented. Motion carried unanimously.

THE CORRESPONDENCE WAS REVIEWED.

EXECUTIVE SESSION:

Mr. Labee called for an Executive Session at 7:53 p.m. to discuss the Nottingham Heights Development on Lutes Road, Board Member Attendance Fees, and Froebe Farms Development.

Mr. Labee dismissed Mr. Withers, the Constable, at the start of the Executive Session.

Mr. Labee reconvened the meeting from the Executive Session at 8:38 p.m. after discussing the Nottingham Heights Development on Lutes Road, Board Member Attendance Fees, and Froebe Farms Development and asked for any motions.

Board Member Attendance Fees:

Mr. Binotto reported if this is approved, the next step would be for him to send a letter to the PCSA Member Municipalities requesting them to approve a short resolution.

A motion was made by Tom Lumsden, second by John Seiler, to increase the Board Member attendance fee to \$75.00 per meeting. Mr. Tucker and Mr. Barner abstained. Motion carried.

Nottingham Heights Development:

Mr. Labee explained the Nottingham Heights Development on Lutes Road was discussed earlier in the meeting during Public Comment with Mr. Lutes, Mr. Scarmazzi, and Mr. Wetzel and asked if there is a motion to address their request.

Mr. Stanton explained first PCSA needs approval from PCSA's four Member Municipalities.

Then, LSSE would talk to the downstream communities on behalf of PCSA but the Developer will pay for the expenses, hence the escrow deposit. Mr. Stanton wanted to clarify that we could get through this entire process and have only one more "hurdle" and the answer could be no. If that happens, the Developer is taking on all risk and expense so that the PCSA customer base is not at risk.

*Subsequent to the meeting, Mr. Binotto reviewed the Wastewater Treatment Agreement (WWTA) and he reported on page 10, Article II, Section A that the WWTA requires only the majority of the parties to the Agreement to approve in writing the extension of sanitary sewer treatment service outside the existing service areas. Also, the PCSA Member Municipalities would still need to approve.

The Board discussed this topic in greater detail.

A motion was made by Chrissie Cole, second by Paul Chenevert, to approve the request of amending PCSA's service area boundary with the contingency of a \$30,000 escrow deposit. This development qualifies because 75% of the development is in the service area and only 21 homes are outside the service area, based on proposed lots on the drawing presented tonight by Victor Wetzel and Associates, is in the PCSA service area and can provide gravity flow.

Mr. Chenevert suggested a friendly amendment to take out the number of houses specified in the motion. Some of those lots may already be in the service area.

The Board discussed the requirements in greater detail.

A motion was amended by Chrissie Cole, second amended by Paul Chenevert, to approve the request to amend the PCSA service area boundary by Nottingham Heights Development with qualifications based on 75% or more of buildable lots that are gravity fed within the PCSA service area based the drawing presented tonight by Victor Wetzel and Associates. This request is subject to the approval of the PCSA Member Municipalities and the parties to the Wastewater Treatment

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Agreement (PCSA downstream communities). The process will not begin until receipt of an initial \$30,000 escrow deposit, which will be replenished if the balance goes to zero.

A roll call vote was taken:

Yes: Paul Chenevert, Chrissie Cole, Emily Telego, Henry Glaneman, Tom Lumsden, Jim Barner, and John Seiler.

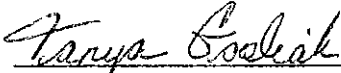
No: Rob Tucker.

Motion carried.

ADJOURNMENT:

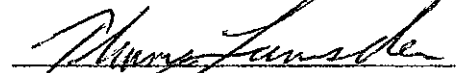
The Chairman adjourned the meeting at 8:52 p.m.

MINUTES PREPARED BY:



Tanya Gosliak, Assistant Authority Manager

APPROVED BY THE BOARD:



Thomas Lumsden, Secretary