

The monthly meeting of the **Lower Burrell Municipal Authority** was held on Tuesday, December 19, 2017, at 6:30 p.m. in the Municipal Building at 2800 Bethel Street, Lower Burrell, PA 15068. In attendance were board members Kevin Lettrich, George Adda, , Terry Anderson, Jennifer Bayer and Jennifer Pelegrinelli.

There was no November meeting.

**Approval of Minutes**

MOTION made by Ms. Pelegrinelli and second by Ms. Bayer to approve the minutes from the October 17, 2017, meeting. Roll call vote: All approved

**Approval of Treasurer’s Report**

MOTION made by Mr. Anderson and second by Mr. Adda to approve the Treasurer’s Report #11-17.

**Correspondence**

- Letter (undated) from the U.S. Department of Commerce requesting cooperation with the 2017 Census of Governments, Survey of Local Government Finances. J Bayer to complete
- Letter dated 10/11/2017 from Cozen O’Connor transmitting the Closing Binder in re: Guaranteed Sewer Revenue Bonds, Series of 2017.
- City of Lower Burrell Check #3853 (Sewer System Fund) made payable to the LBMA in the amount of \$43.14 (interest on PENNVEST loan).
- Letter dated 12/11/2017 from PENNVEST advising of a change and providing instruction in the submission of the audited Financial Statements/audited DCED reports.
- Letter dated December 2017 from the PA Department of Economic Development advising of the 2017 LBMA Audit due date of June 2018. J Bayer to complete
- MEETING NOTICES for the City of Lower Burrell to be advertised in the Valley News Dispatch on 12/29/2017. (PLEASE NOTE that the LBMA meetings will continue to be the 3<sup>rd</sup> Tuesday of each month at 6:30 WITH THE EXCEPTION of May’s meeting, which will be held on May 22, 2018.) Accepted

**BILLS PRESENTED FOR PAYMENT**

<u>Name</u>	<u>Amount</u>	<u>Description</u>
Mott MacDonald	\$ 4,466.86	L Pucketa I&I Removal: 10/27/17-12/1/17
Mott MacDonald	\$ 510.38	L. Pucketa I&I Removal: 7/27/17-8/25/17
Insituform	\$ 59,262.54	Payment #1- Work through 12/1/17
PA Municipal Authorities Association	\$ 270.77	2018 Active Membership Dues
Robert B. Liotta, Esq.	\$ 647.50	LTCP-Phase 1 (Invoice #1429)
Robert B. Liotta, Esq.	\$ 262.50	Professional Services (Invoice #1430)
Total	\$ 65,420.55	

Motion by Ms. Pelegrinelli and Second by Ms. Bayer to approve payments. Roll Call Vote: All approved

## **Old Business**

PennVest needs our budget for our loan. The City will provide.

Robinson Pipe is way in front of the InsituPipe lining operation.

Fall Protection will be added to all of the pump stations

The sewer crew is still cameraing line looking for leaks. If any major break or leaks are found, the sewer department will get prices to repair and then we will determine if the City or Authority will pay for them.

## **New Business**

### **Public Comment**

### **Mayor Callender's Report**

#### **Sewer Report**

**October:** Repaired Gasket #2 at Big Braeburn. Changed Pump #2 at Hillcrest Pump Station. Removed and cleaned Pump #1 at Craigdell Pump Station. Built Chicago Pumps for replacements as needed at the Chicago Pump Stations. Installed riser at Braeview/Waugaman intersection (C08\_019) for asphalt repair. Cameraed, located, and raised the following manholes: Madison at Leechburg Road (E06\_026) 18"; Jefferson at Leechburg Road (E05\_028) 8"; Rodgers to Wayne Right of Way (E06\_126) 4'; and York (E07\_029) 1 1/2". Performed camera evaluations during rain events on Donnell and Davies. Jet rodded line in front of 234 Trailer Boulevard due to a "sewer smell." Marked PA One Calls as needed. Performed sewer lateral install/repair inspections: 1742 Wildlife Lodge Road, 491 Dakota Drive, 495 Dakota Drive, 3033 Leechburg Road, 4113 Arnold Avenue, 600 Crestview, 602 Crestview, 107 Morgan Street, and 467 Dakota Drive. Installed new sump pump at Craigdell Pump Station dry well. Performed root cutting and jetting maintenance with Vactor on Wayne to Rodgers Right of Way. Put a cap on the overflow pipe at 136 Rodgers due to sanitary sewer outfall. Replaced Carrier Bearing at Pump #2 at Hillcrest Pump Station, replaced Volute bolts on Pump #1. Pulled mechanical seal from Pump #2 at Big Braeburn, top seal cracked, and SDB replaced again with the same result. Assisted City of Arnold for one (1) hour utilizing the Vactor to clean out the sewer line at Woodmont and Drey Street. Pulled Pump #2 at Hillcrest clogged with plastic pipe pieces. Checked, cleaned, greased, and cut grass at pump stations; cleaned floats and checked grinders; performed end of month cleaning. Conducted monthly safety inspections of all Pump Stations. Eric Haser attended the monthly City Hall Safety Meeting. Foreman Scott Johnson attended a pre-bid meeting with Senate Engineering on October 31, 2017, for the Chartiers (Big Braeburn) Valve Installation Project.

**November:** Changed Pump at Indiana Pump Station. Installed carrier bearing at Indiana Pump Station; Pulled and cleaned Pump #2. Utilized Vactor to jet rod our sewer line at Rodgers Right of Way, Limba & Korina, and the MacBeth storm lines. Jet rodded the line at Hillcrest Shopping Center utilizing our Vactor as well as New Kensington's Vactor. Built Chicago Pumps. Raised and replaced electrical outlets at Craigdell, Big Braeburn, Widmer, and Indiana Pump. Marked PA One Calls as needed. Performed sewer lateral install/repair inspections: 151 Carson, 144 Claremont, 3021 Wallace, and 122 Florida. Checked, cleaned, greased, and cut grass at pump stations; cleaned floats and checked grinders; performed end of month cleaning. Conducted monthly safety inspections of all Pump Stations. Sewer crew members attended a Confined Space Training Webinar on Friday, November 3, 2017, and a Confined Space Rescue

Webinar on November 16, 2017. Terry Anderson and Bill Thomey attended the monthly City Hall Safety Meeting; Bill Thomey also attended the Annual Safety Meeting.

**Engineer's Report**

**Solicitor's Report**

Motioned by Mr. Adda and second by Mr. Anderson to go to executive session to discuss legal matters.

**Adjournment**

Motioned by Mr. Anderson, second by Ms. Pelegrinelli.

Kevin Lettrich, Chairman