

The monthly meeting of the **Lower Burrell Municipal Authority** was held on Tuesday, January 20, 2020, at 6:30 p.m. in the Municipal Building at 2800 Bethel Street, Lower Burrell, PA 15068. In attendance were board members Kevin Lettrich, Jennifer Bayer, Terry Anderson, Jennifer Pelegrinelli, Solicitor Robert Liotta, and Chuck West .

Approval of Minutes

MOTION made by Mr. Anderson second by Ms. Pelegrinelli to approve the minutes from the December 17, 2019, meeting. Roll call vote: All approved.

Approval of Treasurer’s Report

MOTION made by Ms. Pelegrinelli second by Mr. Anderson to approve the Treasurers Report for December 2019. Roll call vote: All approved.

Correspondence/Incoming Checks

- Check from City of Lower Burrell dated January 6, 2020 in the amount of \$7,311.77 for Payment 17 of 360 – Bayer to deposit
- Letter dated December 20, 2019 from Pennsylvania Department of Environmental Protection regarding Little Pucketa Sanitary Sewer Rehabilitation Project – C Henry to handle
- Letter dated December 12, 2019 from US Bank regarding a new electronic format for compliance requests – Bayer to look into
- First National Bank notice dated January 10, 2020 regarding Incoming Wire – Advice of Credit, Transfer amount \$74,666.93 – needed to pay invoices
- Letter dated December 18, 2019 from First National Bank regarding application for credit – for bridge loan
- Letter dated January 10, 2020 from First National Bank regarding application for credit - same
- Letter dated December 12, 2019 from Pennsylvania One Call System, Inc. regarding a Request for Information - completed
- The Authorities – 2020 Roster Sheet requesting it be revised and returned - completed
- The Authorities (Pennsylvania Municipal Authorities Association) sent a document regarding Board Member Training at three locations.

BILLS PRESENTED FOR PAYMENT

| <u>Name</u> | <u>Amount</u> | <u>Description</u> |
|--|---------------|-----------------------------|
| Pennsylvania Municipal Authorities Association | \$ 270.78 | 2020 Active Membership Dues |
| Mott MacDonald | \$ 963.62 | 2019 LBMA Annual Services |
| Total | \$ 1,234.40 | |

MOTION by Mr. Anderson second by Ms. Pelegrinelli to approve the bills requested for payment. Roll call vote: All approved.

MOTION made by Mr. Anderson second by Mr. Lettrich to approve the Mott MacDonald as our engineer . Roll call vote: All approved.

Old Business

We have not received any tap in fees from the City in a few years. We will ask the City about them.

New Business

None

Public Comment

None

Mayor Andrejick's Report

None

Sewer Report

Checked pumps at Big Braeburn, switched all to Godwin's first pump, checked stations, marked PA One Calls, straighten stuff in brown garage, camera Leechburg Road, put 100 gallon fuel in Big Braeburn Pump Station-#1 Godwin Pump, shut down and removed Godwin Pumps at Big Braeburn, put fence back up and put chain on gate, cleaned up brown building, mark PA One Calls; Cleaned sump pumps out at Big Braeburn Pump Station, clean floor and station at Big Braeburn, utilized Vactor on MacBeth Drive, removed pump #1 at Indiana Pump Station, removed sump pump at Indiana Pump Station, fixed lights, marked PA One Calls, jetted Lori Drive, repaired street sign on Sylvan Drive/Leechburg Road, assisted street dept on Country view Drive, utilized Vactor to jet line on Lori Drive; Assisted with salting and anti-skid routes, assisted with 4" pipe on Riverview, installed new light socket at Indiana Pump Station, removed drive shaft on #2 pump at Indiana Pump Station, installed new U-Joint that was out, cleaned and greased everything at Indiana Pump Station, cleaned floats at Indiana Pump Station, checked stations, dug out 11x7 concrete frame at Big Braeburn, organized brown building, assisted unloading Truck #05 due to bed lift breaking, cleaned interior and exterior of Truck #18; Installed clip boards with Confined Space sheets in all pump stations, marked PA one Calls, wired up outlet on work bench in brown building, checked pump stations, utilized Vactor on Country view pipe project, cleaned out Vactor, assisted with grading and organizing rear yard, cleaned up brown building, checked stations due to rain, dug out area for concrete sidewalk between front entrance and garages, hung heaters in brown building, poured concrete sidewalk between front entrance and garage doors, poured concrete pad at Big Braeburn Pump Station, built shelves in tool room

PA One Calls - 48

Sewer Inspections – 5

435 Chicago Avenue, 2797 Hastings Drive, 540 Toledo Drive, 2642 Chambers Street, 2577 Carl Avenue

Jeff Flemings last day is January 21, 2020. The City is looking for a replacement.

Terry indicated that a weir is still in place near MSANK and should be removed. C Henry will look into it.

Engineer's Report

1. LITTLE PUCKETA INTERCEPTOR I/I REMOVAL PROJECT

PA DEP has scheduled a final site inspection for January 23, 2020 at 8:30. This inspection is the final item remaining for the closeout of the PennVest loan.

2. CHARTIERS PUMP STATION UPGRADE PROJECT

Mott MacDonald submitted the Little Pucketa Inflow and Infiltration 2019 Post Construction Flow Monitoring Results DRAFT report for comments to the municipal authority and the city of Lower Burrell on December 2, 2019. The deadline for comments was January 1, 2020. The final report is attached. Mott MacDonald resumed work on the pump station design. Process design for the pump station has reached 30%. Basis of design equipment has been selected, sized and draft specifications produced. Electrical, structural and architectural designs are scheduled to begin in late January.

3 LITTLE PUCKETA INTERCEPTOR SEWER REHABILITATION (GRANT)

The City of Lower Burrell was able to conduct a follow up CCTV investigation on the Burrell Plaza and Wildlife Lodge Road segments scheduled for rehabilitation under this project. On November 13, 2019 the city reported that all segments will need to be completed through pipe bursting. Mott MacDonald is ready to advertise this project for bids. The Bid Advertisement is attached for publication. Bid will be due February 14, 2020 at 4:00 PM. Mott MacDonald will hold a pre bid meeting at Lower Burrell City Hall on February 6th, 2020 at 9:00 A.M. Mott MacDonald will provide a bid results and award recommendation letter for the February board meeting.

4 2020 ANNUAL SERVICES

Mott MacDonald is submitting a proposal for 2020 Annual Services. This includes the preparation of the 2020 Annual Report, preparation for and attendance of monthly Authority meetings, and will allow for prompt response to other engineering tasks assigned by the Authority Board as they arise throughout the year.

Solicitor's Report

A homeowner asked if the Authority would extend our line to service 2 homes. We would not, but they could if they abide by our specifications.

Adjournment

Motioned by Ms. Pelegrinelli, second by Mr. Anderson

Kevin Lettrich - Chairman