

The monthly meeting of the **Lower Burrell Municipal Authority** was held on Tuesday, February 18, 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, George Adda, Jennifer Pelegrinelli, Solicitor Robert Liotta, and Chuck West.

REORGANIZATION:

CHAIRMAN/VICE CHAIRMAN TURNED THE MEETING OVER TO THE SOLICITOR TO CONDUCT THE ELECTION OF OFFICERS:

A. Office of Chairman: Kevin Lettrich

Motion: Mr Adda ____ Second: Ms Bayer _____ Roll Call Vote: All yes

B. Office of Vice Chairman: Terry Anderson

Motion: Mr Adda ____ Second: Mr Anderson _____ Roll Call Vote: All yes

C. Office of Secretary: George Adda

Motion: Mr Adda ____ Second: Mr Anderson _____ Roll Call Vote: All yes

D. Office of Treasurer: Jennifer Bayer

Motion: Mr Adda ____ Second: Mr Anderson _____ Roll Call Vote: All yes

E. Office of Asst. Secretary/Treasurer: Jennifer Pelegrinelli

Motion: Mr Adda ____ Second: Mr Anderson _____ Roll Call Vote: All yes

E. Motion to retain Mott MacDonald as the Consulting Engineer:

Motion: Mr Adda ____ Second: Mr Anderson _____ Roll Call Vote: All yes

F. Motion to retain Robert B. Liotta, Solicitor:

Motion: Mr Adda ____ Second: Mr Anderson _____ Roll Call Vote: All yes

G. Motion to retain Depositories:

Motion: Mr Adda ____ Second: Mr Anderson _____ Roll Call Vote: All yes
Ms Bayer abstained

Approval of Minutes

MOTION made by Ms. Bayer second by Mr. Anderson to approve the minutes from the January 21, 2020, meeting. Roll call vote: All approved.

Approval of Treasurer's Report

MOTION made by Mr. Anderson second by Ms. Pelegrinelli to approve the Treasurers Report for January 2020. Roll call vote: All approved.

Correspondence/Incoming Checks

- Check from City of Lower Burrell dated February 3, 2020 in the amount of \$7,311.77 for Payment 18 of 360 - JB to deposit
- Certified Mail dated February 3, 2020 from PennVest regarding Loan No. 75320 that they have not received the “Financial Statements” for Fiscal Year 2018, Final Notice-Response Required on or before April 6, 2020 – sent this week
- Notice from Pennsylvania Department of Community & Economic Development regarding new login system requirements for Municipal Statistics E-Filers (PA Keystone Login Service) – not needed
- First National Bank 2019 Interest Income Tax Document – JB has taken care of this
- Letter dated January 30, 2020 from First National Bank regarding application for credit – JB has taken care of this
- Letter dated February 3, 2020 from First National Bank regarding Notice of Checks Paid against Insufficient Funds - JB has taken care of this and received a credit
- Mott MacDonald – 2020 Consulting Engineering Annual Services Agreement Signed Terms and Conditions – to be filed
- Notice from First American Funds (US Bank) Notification of Sources of Distribution Pursuant to Section 19(a) of the Investment Company Act of 1940

BILLS PRESENTED FOR PAYMENT

| <u>Name</u> | <u>Amount</u> | <u>Description</u> |
|------------------|---------------------|---|
| Trib Total Media | \$ 328.00 | Legal Ad for 2020 Little Pucketa Sewer Rehabilitation |
| Mott MacDonald | \$ 14,420.90 | L. Pucketa Sewer Rehabilitation (Burrell Plaza & Wildlife Lodge Road) |
| Mott MacDonald | \$ <u>7,464.72</u> | Chartiers Pump Station Design |
| Total | \$ 22,213.62 | |

MOTION made by Mr. Anderson second by Ms. Bayer to approve payment of all bills. Roll call vote: All approved.

Old Business

Still need to meet with the new Mayor and Council to discuss the Authority

New Business

None

Public Comment

None

Mayor Andrejczik’s Report

None

Sewer Report

Inspected Bypass/Alder/Rogers right-a-ways – found manholes and exposed lines that need repaired, Picked up material at Pittsburgh Plumbing to install gas line in brown building, hung heaters in brown building, installed flue pipe in roof for heaters, utilized Vactor to clean out manhole on Wayne Street, repaired pump at Hillcrest

Pump Station - #2 Pump is shut down, resealed and put new packing in pump, worked on repairing light in Hillcrest Pump Station, utilized camera on Alder to Leechburg Road at Citizens Bank, checked 4 pump stations, took FEMA test (Bill and Terry), finished installing hanging heater in brown building, cleaned Fisher Hall, marked PA One Calls, installed signs in police parking lot, Cleaned and greased stations, marked one calls, degreased Big Braeburn, Indian Fields and Hillcrest, took FEMA test (Bill), assisted with taking down Christmas lights and put away at park, assisted with prepping catch basin in Kinloch, loaded truck with riser, grate and conceal to complete catch basin work, utilized Vactor to jet line from Alder Street to Leechburg Road in front of bank, utilized camera to camera the line, worked at Hillcrest Pump Station, dug out catch basin in Kinloch put in a 4inch Riser and new grate, continued work on lighting at Hillcrest Pump Station, assisted street department with Carl storm pipe repair, Checked and cleaned stations, marked PA One Calls, replaced u-joint on shaft at Hillcrest Pump Stations, utilized Vactor on Carl storm pipe repair, trouble shot Indiana Pump Station – pump #2 clogged, worked with street department on Carl storm pipe repair, Zach found gas line in storm sewer pipe when replaced pipe on Carl, fixed packing on pumps at Hillcrest Pump Stations, trouble shot Little Braeburn Pump Station, delivered jack hammer to Carl storm pipe repair, walked right-a-ways with Chris Henry and DEP for manhole sewer inspection, put Indiana Pump Station motor #2 back on, marked PA One Calls, tore pump apart at Indiana Pump Station to clean out impeller, cleaned brown building, removed trash from garage bays, emptied Tax Office recycling, pulled #1pump at Little Braeburn, cleaned Little Braeburn, put spreader on Truck '05, Checked pump stations, fixed Little Braeburn Pump Station float, fixed Craigdell Pump Station, marked PA One Calls, pumped down drywell at Indiana Pump Station, utilized rental camera to camera downspouts at City Hall, started pump up at Indiana Pump Station, dumped and washed out Vactor

PA One Calls - 35

Sewer Inspections – 5

749 Idaho Drive, 257 Davies Street, 1105 Greensburg Road, 4200 Arnold Avenue, 5106 Watters Road, 254 Fairhaven, 510 Arizona Drive

Jeff Flemings last day was 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 issued their final site inspection report for February 14, 2020. This was the last item required from PADEPin the loan closing. All documentation has been forwarded to PennVEST for review and final payment approval.

2. CHARTIERS PUMP STATION UPGRADE PROJECT

Mott MacDonald process design has reached 30%. Proposed station and tank layouts have been developed along with equipment lists. Structural design commenced in at the beginning of February. Electrical and architectural designs are scheduled to begin the week of February 24th. Electrical design will require a site inspection of existing services to be completed the week of February 24th. This will require coordination with the city for accessing the station. A meeting to review instrumentation, controls logic, and operations for the pumps station design will be necessary once the new public works foreman begins.

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. Bid for this project were received on Friday February 14, 2020 at 4:00 PM. The apparent low bidder was W.A. Petrakis Contracting and Landscaping Company with a bid of \$156,740.00. Mott MacDonald is currently reviewing the bid documents and the contractors experience. An evaluation of bids memo will be provided by Mott MacDonald at the board meeting.

MOTION made by Mr. Anderson second by Mr. Adda to approve award of contract to Petrakis . Roll call vote:
All approved.

A 4th company offered to do a pipe lining demonstration of 150-200 ft. Chris and Terry will coordinate this in the next week or so

Solicitor's Report

Adjournment

Motioned by Mr Anderson. second by Ms. Bayer

Kevin Lettrich - Chairman