

**MUNICIPAL AUTHORITY OF THE CITY OF LOWER BURRELL  
MONTHLY MEETING AGENDA – MARCH 21, 2023 - 6:30 P.M.**

**"PLEDGE OF ALLEGIANCE"**

**CALL MEETING TO ORDER**

**1. ROLL CALL:**

<b>Kevin Lettrich, Chairman</b>	_____	<b>Robert B. Liotta, Solicitor</b>	_____
<b>Terry Anderson, Vice Chairman</b>	_____	<b>John Andrejczik, Mayor</b>	_____
<b>George Adda, Secretary</b>	_____	<b>David Stoltz, Councilman</b>	_____
<b>Jennifer Bayer, Treasurer</b>	_____	<b>Chris Henry, Engineer Mott MacDonald</b>	_____
<b>Robert Polczynski, Asst. Sec./Treas.</b>	_____	<b>Michelle Hatbob, Director Public Works</b>	_____

**REORGANIZATION:**

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

A. Office of Chairman: \_\_\_\_\_

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

B. Office of Vice Chairman: \_\_\_\_\_

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

C. Office of Secretary: \_\_\_\_\_

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

D. Office of Treasurer:

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

E. Office of Asst. Secretary/Treasurer: \_\_\_\_\_

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

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

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

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

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

G. Motion to retain Depositories:

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

**2. APPROVAL OF MINUTES – FEBRUARY 21, 2023 (NO MEETING)**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

**3. ACCEPTANCE OF TREASURER’S REPORT – FEBRUARY 21, 2023 (NO MEETING)**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

**4. CORRESPONDENCE:**

- Check from City of Lower Burrell dated March 21, 2023, in the amount of \$6,169.78 for Payment 55 of 360 (*see LBMA Invoices folder*)
- The Municipal Sanitary Authority of the City of New Kensington letter dated 3/13/23 regarding regular meeting scheduled for 3/20/23 and meetings from January 16, 2023 (*see LBMA documents folder*)
- Resolution of DEP Special Study/Act 537 Update Adoption (This was previously adopted by the city but DEP has requested an updated since the permits submission dates have been delayed. (*see LBMA documents folder*))
- The Authorities document (*see LBMA documents folder*)
  - 2023 Roster Sheet Reminder
  - Board Member Training – Training for new and current authority board members. Training dates March 16<sup>th</sup> in Mars, March 23<sup>rd</sup> in Camp Hill, March 30<sup>th</sup> in King of Prussia, April 6<sup>th</sup> virtual
  - Management Workshops -dates are April 26<sup>th</sup> at The Hotel Hershey, May 5<sup>th</sup> in Seven Springs, May 12<sup>th</sup> virtual

**5. BILLS PRESENTED FOR PAYMENT:**

<u>Name</u>	<u>Amount</u>	<u>Description</u>
Mott MacDonald	\$ 905.97	LBMA Annual Services – T&M
Liotta Law Offices, PLLC	\$ 665.00	Chartiers PS Development-DEP Appeal
Liotta Law Offices, PLLC	\$ 700.00	Dispute with Insituform
Liotta Law Offices, PLLC	\$ 1,966.25	Professional Services
Eckert Seamans	\$ 1,113.00	Pennsylvania DEP – notice of appeal
<b>Total</b>	<b>\$ 5,350.22</b>	

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

**6. OLD BUSINESS:**

**7. NEW BUSINESS:**

- LBMA Financial Account Detail Report

**8. PUBLIC COMMENT:**

**9. MAYOR'S REPORT:**

**10. SEWER REPORT:**

**2/1/23 – 2/3/23**

- Cleaned inside and washed Truck 08; marked PA One Calls
- Utilized Vactor to assist water company with water break on Violet Drive
- Checked pump stations; marked PA One Calls; checked storm pipe on Violet Drive from water break

**2/6/23 – 2/10/23**

- Assisted storm pipe on Violet Drive from catch basin to catch basin; utilized Vactor to clean out catch basins on Violet and jetted line; marked PA One Calls; checked Trailer Blvd for sewer backup (no issue); checked pump stations
- Put pipe couplers and ferncos at Indian Fields pump station; assisted with manhole install on Hill Street; checked pump stations; mark PA One Calls
- Picked up pump from SDB and unloaded at Big Braeburn; concrete manholes on Hill Street and Ben Davis
- Marked PA One Calls for gas line project on Harvard, Brady, Scanga, Diane, and Frank Street; camera sewer line on Violet Drive from water break; assisted with catch basin on Fairhaven
- Checked pump stations; cleaned floats at all stations; put 10 gallons of degreaser in Big Braeburn; marked PA One Calls; marked Trailer Blvd for sewer line replacement

**2/13/23 – 2/17/23**

- Installed sewer pipe along Trailer Blvd
- Continued work on sewer pipe project on Trailer Blvd
- Continued work on sewer pipe project on Trailer Blvd
- Checked Big Braeburn and Indian Fields pump stations; check Chester Drive for smell reported (no issues); mark PA One Calls; corrected valve fault at Big Braeburn
- Checked pump stations; marked PA One Calls; located manholes on Brady; cleaned out Truck 08; evaluated manhole on Allan Street where water break

**2/20/23 – 2/24/23**

- Checked and cleaned pump stations; mark PA One calls; jetted sewer line on Trailer Blvd to clear debris; camera sewer line on Trailer Blvd; camera and jetted Leechburg Road from Chester to Allan; located addresses on Hill Street
- Marked PA One calls and emergency call; assisted with address list; jet rod and camera Leechburg Road Allen Street to Chester; filled Vactor with water; dumped debris from Vactor
- Cleaned bowls at Craigdell and Indian Fields pump station; put new o-rings and gaskets in; changed air compressor bowls
- Clean Big Braeburn pump station, sucked out and jetted; dumped material from Vactor; cleaned out Truck 08; clean out volutes on motor 1, 2, 3, & 4; clean bottom grate; cleaned floats; returned muniball to New Ken
- Checked pump stations; marked PA One Calls

**2/27/23 – 2/28/23**

- Checked pump stations; checked pumps 3 & 4 at Big Braeburn – mechanical seal broke; duplex pump control in panel bad; measured busted pipe at Indiana pump station; sent measurements to John at SDB; marked PA One calls; organized shelves in brown building
- Replaced mechanical seal on pump #4 at Big Braeburn; picked up parts at SDB

**PA One Calls – 48**

**11. ENGINEER'S REPORT:**

**12. SOLICITOR'S REPORT:**

**ADJOURN:** Motion: \_\_\_\_\_ Second: \_\_\_\_\_

**NEXT MEETING: TUESDAY, APRIL 18, 2023 - 6:30 PM**