

**MUNICIPAL AUTHORITY OF THE CITY OF LOWER BURRELL  
MONTHLY MEETING AGENDA – APRIL 20, 2021 - 6:30 P.M.**

**"PLEDGE OF ALLEGIANCE"**

**CALL MEETING TO ORDER**

**1. ROLL CALL:**

<b>Kevin Lettrich, Chairman</b>	_____	<b>John Andrejczik, Mayor</b>	_____
<b>Terry Anderson, Vice Chairman</b>	_____	<b>Rob Hamilton, Councilman</b>	_____
<b>George Adda, Secretary</b>	_____	<b>Chuck West</b>	_____
<b>Jennifer Bayer, Treasurer</b>	_____	<b>Chris Henry, Engineer Mott MacDonald</b>	_____
<b>Robert Polczynski, Asst. Sec./Treas.</b>	_____	<b>Todd Giammatteo, Public Works Director</b>	_____
<b>Robert B. Liotta, Solicitor</b>	_____		

**2. APPROVAL OF MINUTES – MARCH 16, 2021 (Minutes sent to members via email)**

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

**3. ACCEPTANCE OF TREASURER’S REPORT – MARCH 16, 2021**

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

**4. CORRESPONDENCE:**

- Check from City of Lower Burrell dated April 1, 2021 in the amount of \$6,169.78 for Payment 32 of 360 (*see LBMA Invoices folder*)
- Certificate of Liability Insurance dated March 19, 2021 for WA Petrakis Contracting and Landscaping (*see LBMA Documents folder*)
- Pennsylvania Municipal Authorities Association Virtual Board Member Training scheduled for April 28 & 29, 2021 (*see LBMA documents folder*)

**5. BILLS PRESENTED FOR PAYMENT:**

<u>Name</u>	<u>Amount</u>	<u>Description</u>
Merge & Hill, P.C.	\$ 4,140.00	Fee for professional services rendered: Audit financial Statements for the year ended December 31, 2019 and Preparation of 2019 Annual Report of Municipal Authorities
Mott MacDonald	\$ 8,114.40	Little Pucketa Sewer Rehabilitation Project
Total	\$ 12,254.40	

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:**

**3/1/21 – 3/5/21**

- Marked PA One Calls; utilized Vactor to jet rod on Toledo and Russell; checked pump stations
- Checked Wills creek; marked PA One Calls; sewer inspections; fueled up gas cans
- Located manholes on Greensburg Road; marked PA One Calls; worked on Hillcrest Estates pump station generator
- Utilized Vactor to jet lines on Miller Lane
- Marked PA One Calls; checked pump stations; sewer inspection

**3/8/21 – 3/12/21**

- Checked pump stations; marked PA One Calls; worked on floats at Indiana pump station; fixed generator at Hillcrest Estates pump station
- Marked PA One Calls; checked Indiana pump station; utilized Vactor to jet lines on Millers Lane
- Marked PA One Calls; sewer inspections; prepped manholes for grout in Kinloch; prepped area on Truck 18 for new diamond plate panels to be installed
- Sewer inspection on Fairway; utilized Vactor to jet new sewer main for camera company working on Wildlife Lodge Road; installed new diamond plate on bed sides on Truck 18; rewired lights

**3/15/21 – 3/19/21**

- Checked pump stations; marked PA One Calls; worked on manhole in Kinloch to stop leaking; checked on storm pipe on Paige/Edward Street; sewer inspection on Jefferson
- Completed sewer inspection; marked PA One Calls; worked on manholes in Kinloch
- Worked on steel plate at Hillcrest; completed sewer inspection
- Checked pump stations; marked PA One Calls; partial inspection on Arizona; cleaned and greased stations; inspected manhole on Greensburg Road and Dutchman's Run for I/I

**3/22/21 – 3/26/21**

- Checked, cleaned, and greased pump stations; completed sewer inspection; painted Craigdell pump station
- Cleaned out Hillcrest Estates pump stations with Vactor; greased Hillcrest Estates; marked PA One Calls; completed sewer inspection
- Utilized Vactor to jet rod Montana to dead end (appeared to be backed up); picked up stuffing boxes at SDB for pump stations; marked PA One Calls
- Marked PA One Calls; trimmed pine trees at Hillcrest Estates pump station
- Checked, cleaned, and greased pump stations; looked at sewer lateral on Cleveland Drive that water company damaged

**3/29/21 – 3/31/21**

- Checked pump stations; checked Indian Fields pump station offline status; put packing in pump #2 at Indiana pump station; picked up parts at Ace; built pump; pump #2 off at Hillcrest the impellor dropped and is clogged; marked PA One Calls
- Pulled pump #2 at Hillcrest pump station; sewer inspection at 108 Sylvan; checked manhole on Indiana for job to relocate sewer lateral
- Checked and cleaned pump stations; changed monthly paperwork; completed monthly building inspections; sewer inspection at 3117 Oregon Drive; marked PA One Calls

**PA One Calls – 94**

**Sewer Inspections – 13**

**11. ENGINEER'S REPORT:**

- Engineer's report to be handed out at meeting

**12. SOLICITOR'S REPORT:**

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

**NEXT MEETING: TUESDAY, MAY 25, 2021 - 6:30 PM**

**May meeting will be 4<sup>th</sup> Tuesday of month due to City offices being closed the 3<sup>rd</sup> Tuesday for Primary Election**