

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

"PLEDGE OF ALLEGIANCE"

CALL MEETING TO ORDER

1. ROLL CALL:

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

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 – JANUARY 17, 2023 (Minutes sent to members via email)

Motion: _____ Second: _____ Roll Call Vote: _____

3. ACCEPTANCE OF TREASURER’S REPORT – JANUARY 17, 2023

Motion: _____ Second: _____ Roll Call Vote: _____

4. CORRESPONDENCE:

- Check from City of Lower Burrell dated February 6, 2023, in the amount of \$6,169.78 for Payment 54 of 360 (*see LBMA Invoices folder*)
- United States Department of Commerce U.S. Census Bureau – Past due notice sent that they have not received the 2022 Census of Governments, Survey of Local Government Finances (*see LBMA documents folder*)
- The Authorities document (*see LBMA documents folder*)
 - Board Member Training various dates and locations
 - Women Innovation Networking Conference, February 27 & 28, 2023 Lancaster, PA
 - Invest In Yourself Leadership Program, launching in March 2023
- First National Bank – 2022 Interest Income tax return document (*see LBMA Invoices folder*)

5. BILLS PRESENTED FOR PAYMENT:

<u>Name</u>	<u>Amount</u>	<u>Description</u>
Mott MacDonald	\$ 838.74	LBMA Chartiers Pump Station upgrade
Mott MacDonald	\$ 327.96	LBMA Annual Services – T&M
Eckert Seamans	\$ 1,755.50	Pennsylvania DEP – notice of appeal
Total	\$ 2,922.20	

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:

1/3/23 – 1/6/23

- Checked pump stations; assisted Jeff from Artman Electric repair transformer at Indiana pump station
- Turned breakers and checked pumps at Indiana pump station
- Utilized Vactor to clean catch basin and jet line on Zane Avenue; camera line on Ben Davis; assisted Chad from Grayco with Benshaw at Hillcrest Estates
- Check pump stations; utilized Vactor on Zane storm line; utilized Vactor on Ben Davis sewer line; camera line on Ben Davis to check for manhole

1/9/23 – 1/13/23

- Checked pump stations; put manhole lids on bypass and various spots along Flyers field; checked Hill Street location for manhole
- Checked low water alarm at Big Braeburn; cleaned blanket of grease at station; assisted on country road repair

- Checked pump stations; checked floats at Big Braeburn; put in 10 gallons of degreaser at Big Braeburn; cleaned Truck 08; marked PA One calls

1/16/23 – 1/20/23

- Checked pump stations; marked PA One Calls; camera Hill Street found water line service connectors through our sewer line
- Camera Hill Street found additional water line service connectors through sewer line; checked Big Braeburn
- Hauled Excavator to and from Ben Davis; hauled dirt out; dug out and installed manhole on Ben Davis; cut riser and set manhole; hauled 2B stone in
- Finished up manhole job on Ben Davis; camera Ben Davis
- Checked pump stations; marked PA One Calls; camera and dye tested to verify laterals at 3104 and 3108 Ben Davis; checked Hill Street to install manhole; put away tent; marked PA One Calls

1/23/23 – 1/27/23

- Checked pump stations; camera Ben Davis to oversee break through lateral removal; jet line on Ben Davis; jet line near 217 MacBeth
- Camera Morgan Street for two protruding laterals; check MacBeth for flow; marked PA One calls
- Checked pump stations; dropped heater off at Craigdell pump station
- Installed manhole near 3104 Ben Davis

1/30/23 – 1/31/23

- Checked pump stations; installed new heater at Craigdell pump stations; marked PA One Calls
- Finished installing heater at Craigdell pump station; marked PA One Calls

PA One Calls – 42

11. ENGINEER'S REPORT:

12. SOLICITOR'S REPORT:

ADJOURN: Motion:_____ Second:_____

NEXT MEETING: TUESDAY, MARCH 21, 2023 - 6:30 PM