



MINUTES OF THE MONTHLY MEETING

MARSHALL TOWNSHIP MUNICIPAL SANITARY AUTHORITY

August 25, 2015
7:18 PM

The Marshall Township Municipal Sanitary Authority held its Regular Meeting at the Marshall Township Municipal Building, 525 Pleasant Hills Road. The following persons were present:

Authority Board:	Chris Gilson, Chairman Jack Candek Carl Schultz
Solicitor:	John Lennen
Manager:	Bill Campbell
Recording Secretary:	Kimberly Pinkerton
Others:	Nicholas Falgione-PNC: Bond Underwriter

Mr. Gilson called the meeting to order at 7:18 PM.

PUBLIC COMMENT

None

OLD BUSINESS

2015 Bond Update – Mr. Falgione updated the Board stating that MTMSA's 2015 Series Bonds were sold and the closing will be August 26, 2015. Mr. Falgione provided a report on the final interest rate, costs, bond purchasers, and the sources and uses of Funds. Mr. Falgione discussed how the bonds were sold and the two forms of insurance policies that will be used for the bonds. Mr. Falgione explained the the 13 closing documents as they were being signed by the Board. Mr. Falgione stated that the first debt service payments will be due in April 2016 with level debt service payments running through maturity. The bond yields went from .65% to 3.8% in the final year, averaging out to 3.35%. The average debt service is approximately \$530,000.00 a year. The existing Cranberry debt service and the Marshall Township's GO Bond were added to total out the debt service in aggregate.

Mr. Gilson questioned the difference in debt service payments. Mr. Falgione explained it is because of the pattern of interest payments. The interest payments will be paid twice a year on the bond and the principle will be paid at the end of the year. The bonds will mature on October 1st of each year. Mr. Candek asked what the costs of issuance were. Mr. Falgione stated that the largest were the legal fees, bond counsel opinion, bond rating, bank fees, and the Zion Bank bond trustee fees.

Greenbriar Pump Station Renovation – Tabled

EXECUTIVE SESSION

MR. CANDEK MADE A MOTION TO ENTER INTO EXECUTIVE SESSION AT 7:42 PM TO DISCUSS LEGAL ISSUES. MR. SCHULTZ SECONDED. VOTE IN FAVOR WAS UNANIMOUS (3-0).

AT 8:25 MR. CANDEK MOVED TO EXIT EXECUTIVE SESSION AND RESUME THE AUTHORITY'S PUBLIC MEETING. MR. SCHULTZ SECONDED. VOTE IN FAVOR WAS UNANIMOUS (3-0).

REVIEW OF ACTION ITEMS

NEW BUSINESS

-Cranberry Correspondence – MTMSA received notification that Cranberry Twp. has received the 90% Design Opinion on the Brush Creek Plant Expansion and Upgrade Project (attached). Cranberry has requested MTMSA provide payment in the amount of \$7,200,642 by December 21, 2015. Mr. Lennen suggested that the actual design drawings should be obtained to verify that they are at 90% and to see what is included in the design. Mr. Lennen also suggested reviewing the design to verify that the cost of those components all pertain to increasing plant capacity and upgrades and not for something else. Mr. Schultz suggested a more detailed schedule be requested on the progress of the project.

Mr. Campbell and Mr. Gazdik will follow up

-Emerald Fields Phase 1 & 2

MR. SHULTZ MADE A MOTION TO APPROVE FINAL ACCEPTANCE AND RELEASE OF THE 18 MONTH MAINTENANCE BOND. MR. CANDEK SECONDED. VOTE IN FAVOR WAS UNANIMOUS (3-0).

-Village at Marshall Ridge Phase 2

MR. SHULTZ MADE A MOTION TO APPROVE FINAL ACCEPTANCE AND RELEASE OF THE 18 MONTH MAINTENANCE BOND. MR. CANDEK SECONDED. VOTE IN FAVOR WAS UNANIMOUS (3-0).

-Park at Marshall

MR. SHULTZ MADE A MOTION TO A REDUCTION IN THE AMOUNT OF THE PERFORMANCE BOND IN THE AMOUNT OF \$259,556.24 MR. CANDEK SECONDED. VOTE IN FAVOUR WAS UNANIMOUS (3-0).

REPORTS

-Approve Minutes of July 2015 Meeting

MR. SCHULTZ MOVED TO APPROVE, SECONDED BY MR. CANDEK. VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS (3-0).

-Expenditure for July 2015

MR. SCHULTZ MOVED TO APPROVE, SECONDED BY MR. CANDEK. VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS. (3-0).

-Financial Statement for July 2015

MR. SCHULTZ MOVED TO APPROVE, SECONDED BY MR. CANDEK. VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS (3-0).

-Manager's Report

- Please see written report

MR. SCHULTZ MOVED TO APPROVE, SECONDED BY MR. CANDEK. VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS (3-0).

-Solicitor's Report

NOTHING TO REPORT

-Engineer's Report

NOTHING TO REPORT

-Field Maintenance Supervisor's Report

- Please see written report

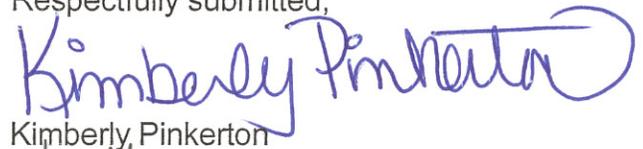
-Correspondence

ADJOURN

MR. SCHULTZ MOVED TO ADJOURN AT 8:54 P.M., SECONDED BY MR. CANDEK. VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS. (3-0)

NEXT MEETING IS SCHEDULED FOR : Tuesday SEPTEMBER 29, 2015 at 7:15 P.M.

Respectfully submitted,


Kimberly Pinkerton



MEMORANDUM

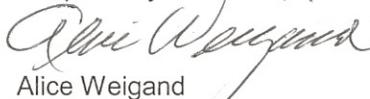
TO: MTMSA Board
 FROM: Alice Weigand, Bookkeeper
 SUBJECT: Expenditures for Approval
 DATE: July 31, 2015

Acct #	Payee and Description	Amount	Check #
427-066-3362	Columbia Gas - Valley 5/27-6/25/15	\$32.51	13635
427-066-3321	Consolidated Communications - Valley 6/16-7/15/15	\$82.95	
400-000-3321	Consolidated Communications - Fax 6/16-7/15/15	\$30.46	13636 \$113.41
404-000-3314	Eckert Seamans Cherin Mellott - Inv 1143582 General	\$3,717.00	
400-000-3314	Eckert Seamans Cherin Mellott - Inv 1143586 Meetings	\$400.00	13637 \$4,117.00
427-033-4450	Economy Borough - Inv 115 Treatment-January 2015	\$2,331.23	
427-033-4450	Economy Borough - Inv 215 Treatment-February 2015	\$2,166.86	
427-033-4450	Economy Borough - Inv 315 Treatment-March 2015	\$2,879.17	
427-033-4450	Economy Borough - Inv 415 Treatment-April 2015	\$2,745.10	
427-033-4450	Economy Borough - Inv 515 Treatment-March 2015	\$2,555.52	13638 \$12,677.88
408-000-3311	Groundwork Civil LLC - Inv 174 Park @ Marshall	\$99.38	
248-320-0248	Groundwork Civil LLC - Inv 174 Fairmont Square	\$218.25	
248-823-0248	Groundwork Civil LLC - Inv 174 Village @ Marshall Ridge	\$136.13	
408-000-3311	Groundwork Civil LLC - Inv 174 Venango Trails	\$874.15	
248-351-0248	Groundwork Civil LLC - Inv 174 Innovation Ridge	\$127.50	
408-000-3311	Groundwork Civil LLC - Inv 174 Warrendale Village	\$85.00	
248-725-0248	Groundwork Civil LLC - Inv 174 Spirit of Pine	\$212.50	
408-000-3311	Groundwork Civil LLC - Inv 174 General	\$2,177.89	
408-000-3311	Groundwork Civil LLC - Inv 175 Park at Marshall	\$1,299.13	
248-351-0248	Groundwork Civil LLC - Inv 176 Innovation Ridge	\$3,799.25	
248-823-0248	Groundwork Civil LLC - Inv 178 Village @ Marshall Ridge	\$878.90	
408-000-3311	Groundwork Civil LLC - Inv 178 Village @ Marshall Ridge	\$755.98	13639 \$10,664.06
437-000-2231	Guttman Energy Inc - Inv 60495 Gasoline/June	\$58.13	13640
427-066-4450	Industrial Pump & Motor Repair - Inv 30423-Valley Pump	\$13,195.06	13641
427-036-4450	Jordan Tax Service - Inv 6-C-#46 Commisson	\$2,263.11	
427-036-4450	Jordan Tax Service - Inv 6-9 Title Searches/Filing 4 Liens	\$512.00	13642 \$2,775.11
230-000-0201	Marshall Township - 2nd Quarter Lien Letters	\$335.00	13643
400-000-3352	PIRMA - Liability and Property	\$7,162.00	13644
400-000-3460	Precision Copy Prod - Inv-INV22251-Mon Maint-5/30-6/29	\$30.44	13645
364-000-1502	Adminstrative Resourses - Rfd FB-420 Commonwealth	\$74.80	13646
400-000-2345	Alice Weigand - Postage/Billing	\$245.00	13647
427-032-4450	Cranberry - Inv 11257008 183M Treatment 5/26-6/29/15	\$3,028.41	
427-032-4450	Cranberry - Inv 11257009 301M Treatment 5/26-6/29/15	\$53,592.99	
427-032-4450	Cranberry - Inv 11257012 2007M Treatment 5/26-6/29/15	\$2,029.06	13648 \$58,650.46
364-000-1502	Ericsson Drive Association - Refund-Pynt Made in Error	\$1,416.24	13649
364-000-1501	Erin Rix - Refund fr FB - 955 Pleasant Hill Road	\$99.81	13650
364-000-1501	Fortunato Aldape - Refund fr FB 314 Macintosh Drive	\$92.64	13651
364-000-1501	Jeff Haskins - Refund fr FB - 106 West Wild Cherry Dr	\$138.44	13652
364-000-1501	Jim Milano - Refund fr FB - 200 Venango Trail	\$6.14	13653
230-000-0201	Marshall Township -Reimburse June Expenses-General	\$11,774.13	
400-000-3119	Marshall Township - UMPC	\$1,628.80	
437-000-2231	Marshall Township - BC/MTMSA Truck	\$244.97	

400-000-3119	Marshall Township - Met Life	\$116.23		
400-000-3321	Marshall Township - Verizon Wireless	\$53.99		
400-000-3119	Marshall Township - Lincoln National	\$144.81		
400-000-3119	Marshall Township - Highmark	\$17.39		
400-000-4450	Marshall Township - Computer Maint & Repair	\$61.68		
400-000-2210	Marshall Township - Office Depot	\$45.88		
400-000-2210	Marshall Township - Nameplate-Lennen	\$9.99		
400-000-3321	Marshall Township - Consolidated Communication-4/6/15	\$278.66		
400-000-4450	Marshall Township - Shred-It Monthly Service	\$16.50		
404-000-3314	Marshall Township - MTMSA Bond 2015	\$58.00		
409-000-3383	Marshall Township - Rent/July thru December 2015	\$1,875.00	13654	\$16,326.03
400-000-3321	PA One Call System - Inv 0000646997 Spplmntl Mssgs	\$15.20	13655	
427-066-3361	Penn Power - Valley-6/16-7/13/15	\$361.83		
427-065-3361	Penn Power - Greenbriar-6/13-7/14/15	\$552.55		
427-062-3361	Penn Power - Quail Crossing-6/12-7/13/15	\$19.91	13656	\$934.29
364-000-1501	Richard Navarra - Refund fr FB - 711 Trillium Court	\$174.71	13657	
364-000-1501	Sondra L. Kennedy - Refund fr FB - 196 Washington St	\$56.11	13658	
364-000-1501	Stacie L. Johnson - Refund fr FB - 629 Quincy Lane	\$36.57	13659	
480-000-8316	S&T Bank - Tolls	\$7.20		
400-000-2345	S&T Bank - Postage	\$25.00	13660	\$32.20
364-000-1501	Yashodhar & Deepti Burgula - Rfd fr FB - 305 Providence	\$185.35	13661	

Total	\$129,644.59
Operating Costs	\$129,644.59
Capitol Costs	
Project Costs	
Transfers	

Jack Candek


Respectfully submitted,

 Alice Weigand
 Bookkeeper

MARSHALL TOWNSHIP MUNICIPAL SANITARY BOARD

7/31/2015

Alice Weigand, Bookkeeper
 July 2015 Balance Sheet Report
 August 31, 2015

Checking Account - WesBanco

Balance 06/30/15 \$1,725,833.22

Operating Activities	Receipts - Residential User Fees	\$73,412.39
	Receipts - Commercial User Fees	\$24,241.67
	Lien Placement - fee reimbursement	
	Jordan Tax - reimbursement of fees	
	Engineering Reimbursement	\$5,933.93
	Legal & Engineering Escrow	
	Transfer from Citizens-Account Closed	
	Rohrich Bentley - Legal & Engineering	\$5,000.00
	Park at Marshall - Legal & Engineering	\$5,999.07
	Emerald Fields - Legal & Engineering	\$200.00
	Misc - dye test pmts due to McCandless	\$2,016.00
	Penalty & Interest - past due user fees	
	Misc. Operating Receipts	\$1,437.17

Total Operating Receipts: \$118,240.23

Capital Activities	Receipts - Residential Tap in Fees	\$43,433.00
	Receipts - Commercial Tap in Fees	
	Receipts - Addl-Commercial Tap in Fees	
	Residential Tap-in Fees - Receivable	
	Misc. Capital Receipts - Chapel Hill	
	Pine Acres - Principal Repayment	\$433.33
	Pine Acres - Interest Repayment	\$460.75
	Receipts - other	\$750.00
	Interest	\$149.64
	Total Capital Receipts:	\$45,226.72
	Total - all receipts	\$163,466.95

Monthly Operating Expenses/deductions from checking (\$129,644.59)

Monthly Capital Expenses

Transfer to CD

Balance 07/31/15 \$1,759,655.58

Builder Escrow Funds

Chapel Hill (Three Rivers)	\$2,280.06
Emerald Fields	\$200.00
Fairmont Square	\$4,739.25
Innovations Ridge -	\$3,356.80
Park at Marshall	\$5,999.07
Pleasant Hill Estates	\$1,181.44
Marshall Estates Legal & Engineering	
Balance	\$778.43
Northtowne Estates Legal & Engineering	
Balance	\$1,966.18
Thorn Hill Associates	\$4,702.50
Vill at Marshall Ridge	
Vill at Marshall Ridge Performance Bond	\$2,373.52
Spirit of Pine	\$4,787.50
Rohrich Bentley	\$5,000.00
Total:	\$37,364.75

L&E Fees Invoiced

Park at Marshall
Billed - \$2,044.67 - Paid in Full - 7/30/15
Billed - \$2,490.75 - Paid in Full - 7/30/15
Billed - \$1,398.51 - Paid in Full - 7/30/15
Village at Marshall Ridge
Billed - \$755.98 - 7/8/15
Venango Trails
Billed - \$874.15 - 7/8/15

Builders MoneyMarket at WesBanco

Sciulli - Maintenance Bond \$2,051.47
Balance 7/31/15

Certificate of Deposit E WesBanco

Balance 04/30/15 \$301,879.74
Interest (Posted at Maturity) \$2,310.60
Balance 07/31/15 \$304,190.34

Checking Account - Citizens Bank

Balance 05/31/15 \$6,254.72
Transfer to WesBanco -\$6,254.72
Balance 07/31/15 \$0.00

Builders Money Market at Citizens

Sciulli-Transfer to WesBanco \$2,051.30
-\$2,051.30
Balance 07/31/15 \$0.00

PLGIT Account

Balance 06/30/15 \$18,282.43
Residential User Fee - credit cd pmt \$4,667.92
Interest \$0.74
Balance 07/31/15 \$22,951.09

Total funds held in Citizens Bank \$0.00
Total funds held in WesBanco \$2,063,845.92
Total fund held in PLGIT \$22,951.09

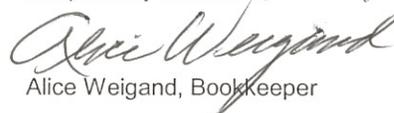
Hefren-Tillotson:

Market Value 06/30/15 \$2,489,199.59
Interest/Earnings \$760.21
Gain/(Loss)-change in account value \$223.64
Market Value 07/31/15 \$2,490,183.44

Total balance MTMSA Accounts: \$4,576,980.45
includes CDs and Money Market Funds



Respectfully submitted,



Alice Weigand, Book Keeper

MTMSA MANAGER REPORT
August 25, 2015

RESIDENTIAL PERMITS: Emerald Fields - Lot 120,218; Venango Trails - Lots 137,342,465;

COMMERCIAL PERMITS: The Hammel Development **WELL WATER METERS:** none

DEDUCT METERS: 3 **INSPECTIONS:** Venango Trails - Lots 129

OCCUPANCY PERMITS:

Venango Trails - Lots 177,178,179; Emerald Fields - Lots 112,128; Pleasant Hill Estates - Lot 14

SEWER LINE EXTENSIONS:

-**Autumn Grove** - awaiting execution of "Legal & Engineering Agreement"

-**Emerald Fields Ph. 1 & 2** - Conditional Acceptance until 8/2015; **recommendation for Final Acceptance**

-**Fairmont Square** - executed "Legal and Engineering Agreement; awaiting finalization of "Sewer Line Extension Agreement"

-**Innovation Ridge Rev. 3** - executed "Sewer Line Extension Agreement"; construction underway

-**Marshall Estates** – executed "Legal and Engineering Agreement"; awaiting engineered plans for drafting of "Sewer Line Extension Agreement"

-**Park at Marshall** - executed "Sewer Line Extension Agreement"; construction underway

-**Pleasant Hill Estates** - Conditional Acceptance until 9/2016; **Final Inspection 7/2016**

-**Randall Extension** - awaiting execution of "Legal & Engineering Agreement"

-**Rohrich Bentley** - executed "Legal and Engineering Agreement; awaiting engineered plans for drafting of "Sewer Line Extension Agreement"

-**Thorn Hill Associates** - executed "Legal and Engineering Agreement; awaiting engineered plans for drafting of "Sewer Line Extension Agreement"

-**Village at Marshall Ridge Phase 2** - Conditional Acceptance until 8/2015; **recommendation for Final Acceptance**

-**Village at Marshall Ridge Revised Phase 2** - Conditional Acceptance until 3/2016; **Final Inspection 1/2016**

-**Village at Marshall Ridge Phase 3** - executed "Sewer Line Extension Agreement"; construction underway

-**Warrendale Pointe** – Conditional Acceptance until 9/2016; **Final Inspection 7/2016**

Equipment, Infrastructure, Manholes & Lines: See Mr. Dickson's Report.

Finances: See attached reports. **Personnel:** Nothing to Report

Respectfully submitted,



William B. Campbell, Manager

FIELD MAINTENANCE SUPERVISOR REPORT

August 25, 2015

To: MTMSA Board

From: Bruce Dickson, Field Maintenance Supervisor

Equipment, Infrastructure, Manhole & Lines

- **Greenbriar Pump Station:**

Station is operating normally.

- **Valley Road Pump Station:**

Station is operating normally.

- **Sewer Maintenance: Equipment, Infrastructure, Manholes & Lines:**

1. Continue to respond to PA One Calls. High construction period in service area.