



MINUTES OF THE MONTHLY MEETING

MARSHALL TOWNSHIP MUNICIPAL SANITARY AUTHORITY

September 29th 2015

7:15 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:	Phil Troy, Chairman Jack Candek John Harvey
Solicitor:	Joel Lennen
Engineer:	Art Gazdik, P.E.
Manager:	Bill Campbell
Recording Secretary:	Kimberly Pinkerton

Mr. Troy called the meeting to order at 7:15 PM.

EXECUTIVE SESSION

MR. CANDEK MADE A MOTION TO ENTER INTO EXECUTIVE SESSION AT 7:18 PM TO DISCUSS POTENTIAL DISPUTE ISSUES. MR. HARVEY SECONDED. VOTE IN FAVOR WAS UNANIMOUS (3-0).

AT 8:15 MR CANDEK MOVED TO EXIT EXECUTIVE SESSION AND RESUME THE AUTHORITY'S PUBLIC MEETING. MR. HARVEY SECONDED. VOTE IN FAVOR WAS UNANIMOUS (3-0).

PUBLIC COMMENT

None

OLD BUSINESS

Greenbriar Pump Station Renovation Update – Mr. Gazdik reviewed the preliminary design drawings that were received from the electrical engineer. The drawings included piping revisions for the pump station and completing the specifications. It should be open for bid shortly. There is an existing condition plan and a demolition plan. Both pumps and both rails will be moved. Mr. Campbell would like the pumps to be stored at Public Works. Everything else will be disposed of. The piping from the elbow down to the new pump elbows and adding a new control system, new starters and new level sensors as well as a new Scada system for tracking the pump flows. Mr. Gazdik stated that a digital system may be possible due to cellular service. Mr. Gazdik suggested converting all flow monitoring to a Scada system that is cellular based to collect data more specifically and efficiently. Mr. Gazdik will get some quotes on putting the Scada system into the Valley Pump Station and possibly the Big Sewickley/Economy connection. Mr. Gazdik hopes to have bid numbers for the pump station by the next MTMSA Meeting on October 27th.

REVIEW OF ACTION ITEMS

- Mr. Campbell to check a discrepancy in the August 2015 expenditures on the Village of Marshall Ridge Escrow Sheet. Will review with Board at October meeting.

NEW BUSINESS

-Village Marshall Ridge Phase 3

MR. CANDEK MADE A MOTION TO APPROVE CONDITIONAL ACCEPTANCE AND RELEASE OF THE \$66,661.96 PERFORMANCE BOND. MR. HARVEY SECONDED. VOTE IN FAVOR WAS UNANIMOUS (3-0).

REPORTS

-Approve Minutes of August 2015 Meeting -Tabled

-Expenditure for August 2015

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

-Financial Statement for August 2015

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

-Manager's Report

- Please see written report

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

-Solicitor's Report

NOTHING TO REPORT

-Engineer's Report

- Mr. Gazdik reported that the Park at Marshall Inspections are almost completed. Fairmont square is on-going. Emerald Fields in Pine is beginning. Venango Trails Phase 3 & 4 construction is underway.

-Field Maintenance Supervisor's Report

- Please see written report

-Correspondence

- Mr. Campbell included a PMAA Administrative Evironmental Issue Seminar for the Board to review.

MR. CANDEK MOVED TO CHANGE MTMSA MEETING TIME FROM 7:15 P.M. TO 7:00 P.M. SECONDED BY MR. HARVEY. VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS. (3-0)

ADJOURN

MR. CANDEK MOVED TO ADJOURN AT 8:39 P.M., SECONDED BY MR. HARVEY. VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS. (3-0)

NEXT MEETING IS SCHEDULED FOR : Tuesday October 27th, 2015 at 7:00 P.M.

Respectfully submitted,


Kimberly Pinkerton


J. Candell

MEMORANDUM

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

Acct #	Payee and Description	Amount	Check #	
427-066-3362	Columbia Gas - Valley 6/25-7/27/15	\$22.74	13662	
400-000-3321	Consolidated Communications - Fax 7/16-8/15/15	\$30.61		
427-066-3321	Consolidated Communications - Valley 7/16-8/15/15	\$82.59	13663	\$113.20
364-591-1505	Dennis & Patricia Bruce - OVPT of Tap Fee/Lien Chgs	\$13,382.23	13664	
248-085-0248	Groundwork Civil - Inv 183-Park at Marshall	\$3,796.00		
408-000-3311	Groundwork Civil - Inv 183-Village at Marshall Ridge	\$237.25		
408-000-3311	Groundwork Civil - Inv 183 Venango-Phase 3A	\$248.75		
248-085-0248	Groundwork Civil - Inv 183 Park at Marshall	\$170.00		
248-320-0248	Groundwork Civil - Inv 183 Fairmont Square	\$552.50		
408-000-3311	Groundwork Civil - Inv 183 Village at Marshall Ridge	\$93.63		
408-000-3311	Groundwork Civil - Inv 183 Venango-Phase 3A	\$291.23		
248-190-0248	Groundwork Civil - Inv 183 Emerald Fields	\$200.00		
408-000-3311	Groundwork Civil - Inv 183 Emerald Fields	\$246.85		
248-785-0248	Groundwork Civil - Inv 183 Thorn Hill Associates	\$170.00		
408-000-3311	Groundwork Civil - Inv 183 General	\$1,975.69	13665	\$7,981.90
437-000-2231	Guttman Oil Company - Inv 70176 Gasoline-July	\$65.30	13666	
427-036-4450	Jordan Tax Service - Inv 7-8 Searches/Filing 6 Liens	\$768.00	13667	
230-000-0201	Marshall Twp - July Reimbursement-General	\$17,507.71		
400-000-3119	Marshall Twp - July UMPC	\$1,628.80		
437-000-2231	Marshall Twp - July-Gasoline - BC/MTMSA Truck	\$51.74		
400-000-3119	Marshall Twp - July-Met Life	\$116.23		
400-000-3321	Marshall Twp - July-Verizon Wireless	\$53.99		
400-000-3119	Marshall Twp - July- Lincoln National	\$144.81		
400-000-3119	Marshall Twp - July-Highmark	\$17.39		
400-000-4450	Marshall Twp - July-Computer Maint & Repair	\$61.68		
400-000-4450	Marshall Twp - May- Shred-It Monthly Service	\$16.50		
404-000-3314	Marshall Twp - BCCZ-MTMSA Bond 2015	\$29.00		
400-000-2345	Marshall Twp - Postage-10 Stamps	\$4.90	13668	\$19,632.75
427-066-4450	McCandless Twp - Inv 26-28 Valley Mon Maint-Pump	\$1,184.29		
427-065-4450	McCandless Twp - Inv 26-28 GB Monthly Maint	\$373.35		
230-000-0380	McCandless Twp - Inv 33 - 8 Dye Tests	\$1,344.00	13669	\$2,901.64
427-062-3361	Penn Power - Thorn Hill - 6/13-7/14/15	\$19.73	13670	
400-000-3321	Consolidated Communications - Fax 8/16-9/15/15	\$29.97		
427-066-3321	Consolidated Communications - Valley 8/16-9/15/15	\$83.89	13671	\$113.86
427-032-4450	Cranberry Twp - Inv 11257152 301M 6/29-7/30/15	\$55,138.82		
427-032-4450	Cranberry Twp - Inv 11257151 183M 6/29-7/30/15	\$2,024.00		
427-032-4450	Cranberry Twp - Inv 11257155 2007M 6/29-7/30/15	\$1,727.99	13672	\$58,890.81
471-591-3472	Cranberry Twp - Inv 1750 1st Qtr 2015 - Debt Service	\$14,155.00		
471-591-3472	Cranberry Twp - Inv 1750 2nd Qtr 2015 - Debt Service	\$14,155.00	13673	\$28,310.00
364-000-4501	David Higginbotham - Rfd fr Final - 101 Searight Drive	\$5.55	13674	
404-000-3314	Eckert Seamans - Inv 1154883 General thru 6/30/15	\$8,619.00	13675	
427-033-4450	Economy Borough - Inv 615 Treatment-June 2015	\$3,661.82		

427-033-4450 Economy Borough - Inv 715 Treatment-July 2015	\$3,506.88	13676	\$7,168.70
364-000-1501 Harold Bootier - Rfd fr final - 225 Seasons Drive	\$89.11	13677	
364-000-1501 James Rosenblatt - Rfd fr final - 142 Vander Road	\$88.89	13678	
427-036-4450 Jordan Tax Service - Int - Timber Creek 1821-A-6	\$34.35		
427-036-4450 Jordan Tax Service - Int - Timber Creek 1821-A-6	\$30.69	13679	\$65.04
364-000-1501 Joseph P Smith - Rfd fr final - 319 Frey Drive	\$46.38	13680	
364-000-1501 Kate Dunn - Rfd fr final - 605 Edison Drive	\$46.82	13681	
230-000-0380 MTSA - 10 Dye Tests	\$1,680.00		
427-065-4450 McCandless Twp - Inv 30-32 Mnthly Maint - GB	\$429.05		
427-066-4450 McCandless Twp - Inv 30-32 Mnthly Maint - Valley	\$429.05	13682	\$2,538.10
364-000-1501 Michelle Pierce - Rfd fr final - 615 Ciderberry Drive	\$69.04	13683	
427-066-4450 M & S Plumbing - Inv 14148 Yearly Back Flow Test-Vlly	\$80.00	13684	
400-000-3321 PA One Call - Inv 0000648391-Supplemental Messages	\$27.85	13685	
427-066-3361 Penn Power - Valley - 7/14-8/12/15	\$375.04		
427-062-3361 Penn Power - Quail Crossing - 7/14-8/12/15	\$20.44		
427-064-3361 Penn Power - Thorn Hill - 7/14-8/12/15	\$19.73		
427-065-3361 Penn Power - Greenbriar - 7/15-8/13/15	\$307.59	13686	\$722.80
364-000-1502 Phainos Development - Rfd fr final - 926 Sheraton Drive	\$36.00	13687	
364-000-1502 Phillips Explorations - Rfd fr final - 502 Keystone Drive	\$201.42	13688	
400-000-4450 Precision Copy Products - In24134 Monthly Maintance	\$43.66	13689	
404-000-3314 Reed Smith LLP - Inv 2662597 - Copper Creek	\$162.00	13690	
364-000-1501 Richard F Reynolds - Rfd fr final - 1450 Freeport Rd	\$63.28	13691	
400-000-2345 S&T Bank - Postage - Certified Letters	\$18.75		
400-000-2345 S&T Bank - Postage - Certified Letters	\$12.50		
400-000-2345 S&T Bank - Postage - Stamps	\$49.00	13692	\$80.25
427-035-4450 West View Water - Inv 278-15 Billings May thru July	\$340.32	13693	

Total	\$152,696.37
Operating Costs	\$111,004.14
Capitol Costs	\$41,692.23
Project Costs	
Transfers	

Respectfully submitted,

Alice Weigand
Alice Weigand
Bookkeeper

Jack Candell
John Harvey

MARSHALL TOWNSHIP MUNICIPAL SANITARY BOARD

8/31/2015

Alice Weigand, Bookkeeper
 August 2015 Balance Sheet Report
 September 30, 2015

Checking Account - WesBanco

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

Operating Activities	Receipts - Residential User Fees	\$85,391.89
	Receipts - Commercial User Fees	\$16,607.95
	Lien Placement - fee reimbursement	\$581.00
	Jordan Tax - reimbursement of fees	\$330.80
	Engineering Reimbursement	\$2,747.84
	Legal & Engineering Escrow	

Venango Trail - Legal & Engineering \$10,000.00

Emerald Fields - Legal & Engineering \$26,000.00

Misc - dye test pmts due to McCandless \$504.00

Penalty & Interest - past due user fees \$462.79

Misc. Operating Receipts \$1,024.16

Total Operating Receipts: \$143,650.43

Capital Activities	Receipts - Residential Tap in Fees	\$10,610.76
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	Receipts - Commercial Tap in Fees	\$17,987.84
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	Receipts - Addl-Commercial Tap in Fees	
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	Residential Tap-in Fees - Receivable	
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	Misc. Capital Receipts - Chapel Hill	
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	Pine Acres - Principal Repayment	\$551.85
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	Pine Acres - Interest Repayment	\$538.25
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	Receipts - other	\$481.82
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	Interest	\$151.00
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Total Capital Receipts: \$30,321.52

Total - all receipts \$173,971.95

Monthly Operating Expenses/deductions from checking (\$111,004.14)

Monthly Capital Expenses (\$41,692.23)

Transfer to CD

Balance 08/31/15 \$1,780,931.16

Builder Escrow Funds

Chapel Hill (Three Rivers)	\$2,280.06
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Emerald Fields	\$26,000.30
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Fairmont Square	\$4,186.75
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Innovations Ridge -	\$3,356.80
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Park at Marshall	\$1,987.47
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Pleasant Hill Estates	\$1,181.44
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Marshall Estates Legal & Engineering	
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Balance	\$778.43
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Northtowne Estates Legal & Engineering	
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Balance	\$1,966.18
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Thorn Hill Associates	\$4,532.50
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Vill at Marshall Ridge	
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Vill at Marshall Ridge Performance Bond	\$2,373.52
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Spirit of Pine	\$4,787.50
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Venango Trails	\$10,000.00
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Rohrich Benlty	\$4,957.50
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Total: \$68,388.45

L&E Fees Invoiced

Village at Marshall Ridge
Billed - \$755.98 - 7/8/15-Paid in full 8/5/15
Venango Trails
Billed - \$874.15 - 7/8/15-Paid in full 8/27/15

Builders MoneyMarket at WesBanco

Sciulli - Maintenance Bond \$2,051.47
Balance 8/31/15

Certificate of Deposit E WesBanco

Balance 04/30/15 \$301,879.74
Interest (Posted at Maturity) \$2,310.60
Balance 08/31/15 \$304,190.34

PLGIT Account

Balance 07/31/15 \$22,951.09
Residential User Fee - credit cd pmt \$3,069.87
Interest \$0.53
Balance 08/31/15 \$26,021.49

Total funds held in WesBanco \$2,085,121.50
Total fund held in PLGIT \$26,021.49

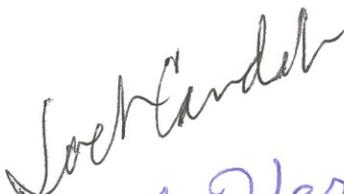
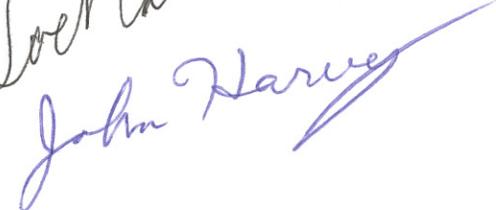
Hefren-Tillotson:

Market Value 07/31/15 \$2,490,183.44
Interest/Earnings \$2,608.49
Realized Gains (\$135.73)
Unrealized Gains \$239.75
Market Value 08/31/15 \$2,492,895.95

Total balance MTMSA Accounts: \$4,604,038.94
includes CDs and Money Market Funds

Respectfully submitted,


Alice Weigand, Bookkeeper

FIELD MAINTENANCE SUPERVISOR REPORT

September 29, 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.
 2. Regraded area around Valley Rd. pump station to eliminate flooding.
 3. Installed risers at 128 Harmony Rd due to paving of driveway.
 4. Utilized Ridgid Seasnake CCTV combined with new sond detector along Harmony Rd to locate existing manhole for new construction.
 5. Assisted MTSA with their flushing and cleaning along Sheraton Dr / Perry Hwy / Atria restaurants.
 6. Inspected West View Water repair of damage to MTMSA line near water main break along Valley Road.
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