



*Phil Troy*  
*Carl Schultz*

## MINUTES OF THE MONTHLY MEETING

### MARSHALL TOWNSHIP MUNICIPAL SANITARY AUTHORITY

May 31, 2016

7:00 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, Chairmen
	Chris Gilson, Vice Chairmen
	Carl Schultz, Secretary/Treasurer
	Jack Candek
	John Harvey
Solicitor:	Joel Lennen
Manager:	Bill Campbell
Engineer:	Art Gazdik
Recording Secretary:	Kimberly Pinkerton

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Mr. Troy called the meeting to order at 7:00 PM.

#### EXECUTIVE SESSION

MR. GILSON MADE A MOTION TO ENTER INTO EXECUTIVE SESSION TO CONFER WITH COUNSEL ABOUT VARIOUS POTENTIAL DISPUTES AT 7:00 PM. SECONDED BY MR. SCHULTZ. VOTE IN FAVOR WAS UNANIMOUS (5-0).

AT 7:57 MR. GILSON MOVED TO EXIT EXECUTIVE SESSION AND RESUME THE AUTHORITY'S PUBLIC MEETING. MR. SHULTZ SECONDED. VOTE IN FAVOR WAS UNANIMOUS (5-0).

#### PUBLIC COMMENT

None

#### OLD BUSINESS

##### Review of Action Items

-Conduct a Rate Analysis to determine if a rate increase is necessary. Review and analyze Cranberry's costs as submitted with Rate Calculation.

The Board has directed staff to draft a Resolution for a rate increase to be review at the June 2016 meeting.

**-Prepare Bid documents for new metering manhole to be located near existing Commonwealth Meter.**

Mr. Campbell and Mr. Gazdik inspected the metering manhole. Mr. Gazdik stated that the flume was not a typical Leopold flume. Mr. Gazdik contacted Leopold and they were able to confirm that the flume is a Leopold cut back flume with appropriate curves related to the hydraulics of the flume. Leopold sent some data relating to the flume.

Mr. Gazdik recommended installation of a Mission Remote Monitoring System and replacement of the ultrasonic sensor on the existing meter. Mr. Gazdik also recommended delaying the installation of a new metering manhole. The existing flume can be monitored during high levels and evaluated during the next 6 months or year to make a determination if a new metering manhole is necessary. The ultrasonic flow meter cost of equipment and installation is \$2,995. The Mission System, which was previously authorized and budgeted, is \$4,610.00.

**MR. SCHULTZ MADE A MOTION TO PURCHASE AND INSTALL THE MISSION CONTROL REMOTE METERING AND ULTRASONIC DEVICE AT A PRICE NOT TO EXCEED \$8000. MR HARVEY SECONDED. MR. GILSON ABSTAINED. VOTE IN FAVOR WAS (4-0), WITH ONE ABSTENTION.**

**-Review proposed Waters Senior Living Facility Tapping Fee calculation.**

Mr. Campbell contacted the project Engineer, the developer, and the architect and presented them with the following questions:

1. Will the entire facility be located in one building, or will separate buildings be inter-connected with vestibules.  
-A: It will be one building.
2. Will health care or medical care be provided on-site, if so will these services be available on each floor.  
-A: Part of the building will be licensed as a Personal Care Home, where private pay home health services will be provided. Healthcare or medical services under Medicare or Medicaid would not be provided.
3. Please provide a description of what services are provided in the Independent Living versus the Memory Care Personal Care sections.  
-A: Independent Living is a choice driven service that includes rent and access to the Community Common Service Areas. All meals, housekeeping, specific social programs, parking, convenience services,

personal care services etc. are available for an extra cost. Personal Care is a fully bundled service offering that includes rent, 3 meals per day, special staffing, security and personal care services.

4. Please provide a description of types of residential units that will be available.  
-A: The unit mix in the Personal Care, Memory Care section will have bathroom, sitting area and kitchenette. There are 44 studios and 11 one bedroom apartment units. Independent Living will have bathroom, common living area, and a kitchen. There are 51 one bedroom, one bath, 16 one bedroom, den and one bath, 88 two bedroom, one bath and 8 two bedroom 2 bath apartment units.
5. Will residents enter into a lease agreement for individual units or will contracts allow residents be located in varying types of units within the facility depending on the needs of the resident.  
-A: Short-term leases will be utilized to lease the apartment units. The residents will have the ability to move to the Memory Care, Personal Care Unit or back to Independent Living as the need arises.
6. Please provide a list of the Pennsylvania Licenses required for the facility.  
-A: Personal Care Home License for the section of the building offering Personal Care Services. The company will have Home Health Care License to provide services by arrangement with independent living residents in their apartments.

After further discussion it was determined the building should be considered "mixed-use". The Memory, Personal Care portion should be considered institutional. The Independent Living apartment units should be considered residential. According to MTMSA's Tapping Fee Resolution, residential apartments are required to be charged separate Tapping Fees per unit

#### **-Pretreatment Program Update.**

Surveys were sent out to the Commercial entities that were not previously surveyed. The surveys are being reviewed to determine if additional permitting will be required. Not all the surveys have been returned at this point. Cranberry Twp. requested an updated spreadsheet of MTMSA's Commercial Customers be delivered June 1<sup>st</sup>, 2016.

#### **-Draft Audit**

**MR. CANDEK MADE A MOTION TO APPROVE THE DRAFT AUDIT AS PROVIDED BY MAHER DUESSEL. MR SCHULTZ SECONDED. VOTE IN FAVOR WAS UNANIMOUS (5-0).**

## **NEW BUSINESS**

### **Waters Senior Living Facility - possible motion to offer Legal and Engineering Agreement/Sewer Line Extension Agreement.**

A sewer line extension is required for this proposed development. The facility is located on the East-side of Route 19 and will need to bore under Route 19 to access the existing sanitary line on the West side of Route 19.

**MR. CANDEK MADE A MOTION TO OFFER A LEGAL AND ENGINEERING AGREEMENT FOR THE PURPOSES OF DRAFTING A SEWER LINE EXTENSION AGREEMENT. MR. SCHULTZ SECONDED. VOTE IN FAVOR WAS UNANIMOUS (5-0).**

### **Cranberry Brush Creek Plant Project Update -**

Mr. Campbell reviewed the correspondence from Cranberry Township advising MTMSA of the Brush Creek Water Pollution Control Facility upgrade. There was a bid opening in the winter and the costs were higher than originally anticipated. They re-bid the project and awarded the contracts for the project. They anticipate MTMSA construction costs to be \$7,230,535.52. MTMSA paid \$7,052,000.00, leaving costs approximately \$230,000.00 higher than anticipated at the 90% design stage. Cranberry will provide an updated spread sheet with the costs itemized. Construction will begin at the end of June 2016.

## **REPORTS**

- April 2016 Meeting Minutes**
- April 2016 Expenditures**
- April 2016 Financial Statement**
- Manager's Report - Please see written report**
- Field Maintenance Supervisor's Report – Please see written report**
- Solicitor's Report – none**
- Engineer's Report**

Mr. Gazdik provided an update on the water tight manhole replacement project. State Pipe has completed an inspection of the 78 manholes included in the project scope. 14 were existing water tight and were taken off the list. 3 could not be located. 64 have been authorized for replacement.

**MR. SCHULTZ MADE A MOTION TO ACCEPT THE REPORTS AS WRITTEN. MR CANDEK SECONDED. VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS (5-0).**

**-Miscellaneous Correspondence**

Information from PMAA

**ADJOURN**

**MR. SCHULTZ MOTIONED TO ADJOURN AT 8:56 P.M. SECONDED BY MR. CANDEK. VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS (5-0).**

**NEXT MEETING IS SCHEDULED FOR : Tuesday June 28, 2016 at 7:00 P.M.**

Respectfully submitted,

Kimberly Pinkerton

