



## MINUTES OF THE MONTHLY MEETING

### MARSHALL TOWNSHIP MUNICIPAL SANITARY AUTHORITY

March 28<sup>th</sup>, 2017

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
Engineer:	Art Gazdik
Manager:	Bill Campbell
Recording Secretary:	Kimberly Pinkerton
Others:	Lynn Beck, Finance Director Michelle Bryan, Maher Duessel Chad Alviani, Maher Duessel

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#### PUBLIC COMMENT

None

#### NEW BUSINESS/ACTION ITEMS

##### **-Presentation of Draft 2016 Audit-**

Michelle Bryan, Maher Duessel Senior Manager, and Chad Alviani, Maher Duessel Senior on the Engagement of MTMSA's 2016 Audit, reviewed their findings with the Board. Ms. Bryan reviewed the Communication with the Board, the Audited Financial Statements (draft form), Management Letter, DCED Report and Legal Ad. The audit work has been completed by Maher Duessel. Maher Duessel's responsibility is to issue an opinion on the financial statements of MTMSA. There are no corrected or uncorrected statements to point out. Maher Duessel has no disagreement with Management and will obtain representation before the Statements are issued in a final format. Ms. Bryan indicated that the Management Letter has improved greatly from past years.

### **-Lynn Beck-Finance Update**

Ms. Beck reviewed the February 2017 Disbursements, Expenditures, and Financial Statements with the Board. The Board requested to change Water Service to Water Treatment on the Expenditures. The \$887,288.78 total Debt Service for the year has been transferred from the regular checking account into a separate debt service account.

### **-Village of Marshall Ridge Phase 3-Possible Motion to grant Final Acceptance and release \$10,299.00 Maintenance Bond**

**MR. GILSON MADE A MOTION TO GRANT FINAL ACCEPTANCE AND RELEASE \$10,299.00 MAINTENANCE BOND. MR. SCULTZ SECONDED. VOTE IN FAVOR WAS UNANIMOUS (5-0).**

### **OLD BUSINESS**

#### **-Cranberry Treatment Plant Project Update**

Correspondence from Tim Schutzman provides an update on the progress of the project and the construction costs.

#### **-Flow Monitoring Update**

Mr. Gazdik has received the data from McCandless Township. The data has been reviewed and it is being determined if the data is accurate. There are some tables and charts that have inconsistencies in them so there is quality control being done related to the data. There appears to be higher flows coming from the Warrendale section, which is the older section. Mr. Campbell and Mr. Gazdik are preparing to move the monitor. The Mission data related to the Brush Creek Monitor, where 95% of the flow is going into Cranberry, is producing good data overall for the system. Greenbriar Pump Station data is producing good data. A report will be provided to the Board next month.

### **REPORTS**

**- February 2017 Expenditures**

**- February 2017 Financial Statement**

**-February 2017 Meeting Minutes**

**-Manager's Report – written report**

**-Solicitor's Report – no report**

**-Engineer's Report –**

Mr. Gazdik is continuing to monitor the Spirit of Pine pipe installation as well as monitoring the Final Testing at Whitetail Crossing. Phase 5 of Venango Trails sanitary sewer installation is starting.

**-Field Maintenance Supervisor's Report –**

A Manhole in the Ziegler Tire parking lot on Brush Creek Road is in need of repair due to some calcification.

**MR. GILSON MADE A MOTION TO APPROVE THE REPORTS AS SUBMITTED. SECONDED BY MR. SCHULTZ. VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS (5-0).**

**-Miscellaneous Correspondence-**

A written request was sent to the Turnpike Commission to have manhole grade adjustments on Mount Pleasant Road be included in the Turnpike reconstruction of mile post 28 to 31.

**EXECUTIVE SESSION**

**MR. SCHULTZ MADE A MOTION TO ENTER INTO EXECUTIVE SESSION AT 8:08 PM. TO CONFER WITH COUNSEL AND DISCUSS POTENTIAL DISPUTES. SECONDED BY MR. HARVEY. VOTE IN FAVOR WAS UNANIMOUS (5-0).**

**MR. GILSON MADE A MOTION TO EXIT EXECUTIVE SESSION AT 8:24 PM. SECONDED BY MR. SCHULTZ. VOTE IN FAVOR WAS UNANIMOUS (5-0).**

**MR. GILSON MADE A MOTION TO ADJOURN AT 8:25 PM. SECONDED BY MR. CANDEK. VOTE IN FAVOR WAS UNANIMOUS (5-0).**

**NEXT MEETING IS SCHEDULED FOR : Tuesday April 25, 2017 at 7:00 P.M.**

Respectfully submitted,

Kimberly Pinkerton