

THE McCANDLESS TOWNSHIP SANITARY AUTHORITY
PITTSBURGH, PA
ITEMS FOR CONSIDERATION AND ACTION
ORGANIZATIONAL AND REGULAR MONTHLY MEETING
JANUARY 4, 2018 AT 7:30 P.M.

- I. CALL TO ORDER
- II. ROLL CALL
- III. INVOCATION by Mr. Kirk
- IV. PLEDGE OF ALLEGIANCE TO THE FLAG
- V. PUBLIC COMMENT
- VI. COMMUNICATIONS
- Appointment by the Council of the Town of McCandless of Christopher Eddy. This appointment will commence January 1, 2018 and will expire December 31, 2022. *(Tab 1)*
 - Thank you note from Staff and Employees regarding the Christmas Dinner Party. *(Tab 1)*
- VII. **ELECTION OF OFFICERS TO THE AUTHORITY BOARD FOR THE YEAR 2018**
(Acting Chairman requests Solicitor Brown to assume the position of temporary Chairman to conduct the election of officers to the Authority Board).
- Temporary Chairman to entertain motions to elect Officers to the following positions on The McCandless Township Sanitary Authority Board for the year 2018.
- Chairman
Vice Chairman
Secretary
Treasurer
Assistant Treasurer
- VIII. **RECOMMENDED MOTIONS TO APPOINT PROFESSIONAL SERVICES**
- Solicitor:** Dickie, McCamey, Chilcote, P.C., to provide legal services, represented by Ronald J. Brown, Esquire as Solicitor for the year 2018 based on the fee schedule attached hereto. *(TAB 5)*
- Engineer of Record:** Buchart Horn, Inc. to provide engineering services, represented by Donald H. Newman, P.E. as Engineer of Record for the year 2018 based on the agreement and fee schedule attached hereto. *(TAB 6)*

Auditor: Motion to appoint Maher Duessel to provide professional services as auditors for the year 2018 in an amount of \$22,250.00 for the Authority, \$4,300.00 for the LROC.

Insurance: Motion to appoint The HDH Group, Inc., as the Insurance Agent effective January 1, 2018, for policy period January 1, 2018 to January 1, 2019 for the following policies:

- Property
- Equipment Breakdown
- Inland Marine
- Crime Coverage
- General Liability
- Fire & Damage
- Automobile Liability & Physical Damage
- Commercial Excess Liability

Motion to ratify the acceptance of the following policies covered by Argonaut Great Central Insurance Company for the MRM Property & Liability Trust, managed by The HDH Group, Inc. for an estimated annual premium of \$116,918.00, effective January 1, 2018, for policy period January 1, 2018 to January 1, 2019.

- Property
- Equipment Breakdown
- Inland Marine
- Crime Coverage
- General Liability
- Fire & Damage
- Automobile Liability & Physical Damage
- Commercial Excess Liability

Motion to appoint Municipal Risk Management (MRM) as the Authority's Workers' Compensation Insurance Carrier for coverage for an estimated annual premium of \$94,408.48, effective January 1, 2018 through December 31, 2018.

Motion to approve the Public Officials Liability Insurance Policy through HDH Group, Inc. covered by Hudson Insurance Company, policy term 1/31/2018 to 1/31/2019 for an annual premium of \$24,596.00.

Official Publication: Motion to appoint The Pittsburgh Post Gazette as the Official Publication for the Year 2018.

Operational Appointments for the Year 2018: Motion to appoint William Youngblood as Executive Director and Assistant Secretary to the Board of Directors for the Year 2018.

LROC – Appointment of Representatives for the Year 2018: Motion to appoint Christopher Eddy and William Youngblood to serve as representatives with James Wallaert to serve as an alternate representative of The McCandless Township Sanitary Authority to the Lowries Run Operating Committee for the Year 2018.

BROC–Appointment of Representatives for Year 2018: Motion to appoint James Wallaert and William Youngblood to serve as representatives with Christopher Eddy to serve as an alternate representative of The McCandless Township Sanitary Authority to the Bear Run Operating Committee for the Year 2018.

Pension Plan Committee and Plan Administrator- Appointment of Representatives for the Year 2018: Motion to appoint R. Thomas Riley, James Wallaert, and William Youngblood to serve as representatives, with Patrick Semon to serve as alternate, to the Pension Plan Committee for the Year 2018 and to appoint John T. Flaherty, to serve as Plan Administrator to the Pension Plan Committee for the Year 2018.

IX. RECOMMEND THE FOLLOWING BE PLACED IN MOTION:

1. Motion to approve the Minutes of the Regular Monthly Meeting of December 7, 2017, and the Reconvened Meeting of December 21, 2017, as submitted to each Board Member. **(TAB 2)**
2. Motion to approve for payment the List of Bills dated January 4, 2018, as submitted to each Board Member. **(TAB 3)**
3. Motion to approve a 2 percent increase on the employee wage classifications and an additional .5 percent for merit increases and promotions, effective first full pay of January 2018.
4. Motion to approve Application for Payment No. 4 to W.A. Petrakis Contracting in the amount of \$93,021.89 for the Sample Valley Pump Station Project, as recommended by Buchart Horn, Inc. **(TAB 4)**

X. SYSTEMS REPORTS

A. SOLICITOR **(TAB 5)**

1. Reappointment Letter 2018
2. Website - Review

B. ENGINEER

Bucart Horn, Inc.: (TAB 6)

1. Retainer Activities
2. Reappointment Letter 2018
3. Alcosan Wasteload Management Reports
4. Chapter 94 Reports for MTSA Systems
5. Sample Valley Pump Station Project – Status
6. A & B STP Permit Renewal Submission
7. Longvue No. 2 STP Permit Renewal – April 1, 2018
 - UV Permit - Status
8. Pine Creek STP Permit Renewal – February 1, 2018

C. EXECUTIVE DIRECTOR (**TAB 7**)

1. MTSA Development Operation
 - Sample Valley Pump Station Construction - Update
 - Year End Sanitary Sewer Permit Review
2. MTSA Maintenance/Field Operation
 - Madison Project - Update
 - ACHD Administrative Compliance Meeting – January 10, 2018
3. MTSA Plant Operation
 - A&B STP Conversion Project – Right of Way Reviews
 - Form 43 Annual Sludge Analysis
4. Wet Weather Issues
 - ALCOSAN GROW Grant - Status

D. CHAIRMAN/BOARD MEMBERS

1. Employee Year End Meeting – December 27, 2017

XI. OLD BUSINESS/NEW BUSINESS

XII. ADJOURNMENT

SCHEDULE OF EVENTS & MEETINGS:

January 18, 2018, Work Session 7:30 p.m.

February 1, 2018, Regular Meeting 7:30 p.m.

February 15, 2018, Work Session 7:30 p.m.

March 1, 2018, Regular Meeting 7:30 p.m.

March 15, 2018, Work Session Meeting 7:30 p.m.