

THE McCANDLESS TOWNSHIP SANITARY AUTHORITY

THE REORGANIZATION AND REGULAR MEETING

MINUTES – JANUARY 6, 2022

MEETING NO. 01

Call to Order – The Organizational and Regular Meeting of the McCandless Township Sanitary Authority Board of Directors was held on Thursday, January 6, 2022 at 7:00 p.m. at the Authority’s Administration Building, 418 Arcadia Drive, Pittsburgh, Pennsylvania 15237. Mr. Christopher Eddy called the meeting to order.

Roll Call – Mr. Eddy, Acting Chairman called roll. Authority Board Members present were James Forsey, Patrick Semon, Thomas Merski and M. John Schon.

Also present were: R. Thomas Riley, Assistant Treasurer-Absent, Ronald Brown, Solicitor of Dickie, McCamey, Chilcote, P.C.; Kevin Creagh, KLH Engineers, Inc.; William Youngblood, Executive Director; Dennis Blakley, Director of Operations; Raymond Aufman, Development/Administrative Manager-Absent; William Richard, Superintendent-Absent; Anthony Giancola, Business Manager; Jack Casey, Town of McCandless Liaison and Elizabeth Keast, Recording Secretary.

Invocation: Mr. Eddy gave the invocation.

Pledge of Allegiance: Mr. Eddy led the Board and staff in the Pledge of Allegiance to the Flag.

Public Comments: Mr. Smith attended as a member of the public to observe the meeting. He thanked the Authority for a job well done.

Communications: Secretary Merski stated that the Authority has received a letter from the Town of McCandless confirming the reappointment of Mr. James Forsey to the Board of the McCandless Township Sanitary Authority.

Secretary Merski noted that Thank You Cards were received from Mrs. Riley and the Family of Mrs. Bricker.

Secretary Merski advised that a memo was received from Authority Staff and Employees thanking the Board of Directors and the Executive Director for the Christmas Luncheon and Annual Holiday Party.

Chairman Eddy welcomed Jack Casey newly appointed Town of McCandless Liaison to the meeting.

Nominations and Election of Officers to the McCandless Township Sanitary Authority Board of Directors for Year 2022: In accordance with the Municipalities Authority Act of 1945, as amended, Mr. Eddy, Acting Chairman requested Solicitor Ronald J. Brown to assume the position of temporary Chairman to conduct the election of officers to The McCandless Township Sanitary Authority Board of Directors for Year 2022.

Office of Chairman: Temporary Chairman Brown accepted nominations for the Office of Chairman. Mr. Semon moved to nominate Christopher Eddy for the Office of Chairman, seconded by Mr. Schon. There being no other nominations, Mr. Schon moved to close nominations for Office of Chairman, seconded by Mr. Forsey. *A voice call vote carried the motion, all in favor.*

Mr. Semon moved to elect Christopher Eddy to serve as Chairman of the Board of Directors of the McCandless Township Sanitary Authority for 2022 by acclamation, seconded by Mr. Merski. *A voice call vote carried the motion, all in favor.*

Office of Vice Chairman: Temporary Chairman Brown accepted nominations for the Office of Vice Chairman. Mr. Schon moved to nominate James Forsey, for the Office of Vice Chairman, seconded by Mr. Eddy. There being no other nominations, Mr. Semon moved to close nominations, seconded by Mr. Merski. *A voice call vote carried the motion, all in favor.*

Mr. Eddy moved to elect James Forsey to serve as Vice Chairman of the Board of Directors of the McCandless Township Sanitary Authority for 2022, by acclamation, seconded by Mr. Semon. *A voice call vote carried the motion, all in favor.*

Office of Secretary: Temporary Chairman Brown accepted nominations for the Office of Secretary. Mr. Forsey moved to nominate Thomas Merski for the Office of Secretary, seconded by Mr. Schon. There being no other nominations, Mr. Eddy moved to close nominations, seconded by Mr. Semon. *A voice call vote carried the motion, all in favor.*

Mr. Schon moved to elect Thomas Merski, to serve as Secretary of the Board of Directors of the McCandless Township Sanitary Authority for 2022, by acclamation, seconded by Mr. Eddy. *A voice call vote carried the motion, all in favor.*

Office of Treasurer: Temporary Chairman Brown accepted nominations for the Office of Treasurer. Mr. Merski moved to nominate Patrick Semon for the Office of Treasurer, seconded by Mr. Schon. There being no other nominations, Mr. Eddy moved to close nominations, seconded by Mr. Forsey. *A voice call vote carried the motion, all in favor.*

Mr. Eddy moved to elect Patrick Semon, to serve as Treasurer of the Board of the McCandless Township Sanitary Authority for 2022, by acclamation, seconded by Mr. Merski. *A voice call vote carried the motion, all in favor.*

Temporary Chairman Brown offered his congratulations to the Board of Directors on their appointments for the New Year. At this time, temporary Chairman Brown returned the Chair to Christopher Eddy, as all nominations were concluded. Mr. Eddy thanked Solicitor Brown for fulfilling the position of temporary Chairman.

Appoint Professional Services: Chairman Eddy entertained motions to appoint the professional services for year 2022.

Appointment of Solicitor: A motion was made by Mr. Semon to appoint the firm of Dickie, McCamey, Chilcote, P.C. to provide legal services, represented by Ronald J. Brown, Esquire, as Solicitor to the Authority for year 2022 based on the reappointment letter submitted, seconded by Mr. Forsey. *All members present voted “Aye” and the motion carried unanimously.*

Mr. Brown thanked the Board for his reappointment.

Appointment of Engineer of Record: A motion was made by Mr. Forsey to appoint the firm of KLH Engineers, Inc. to provide engineering services, represented by Kevin Creagh, P.E, as Engineer of Record for year 2022 based on the letter submitted, seconded by Mr. Schon. *All members present voted “Aye” and the motion carried unanimously.*

Mr. Creagh thanked the Board for his appointment.

Appointment of Auditor: A motion was made by Mr. Merski to appoint the firm of Maher Duessel, Certified Public Accountants, as Auditors for year 2022 to conduct the Authority Audit for a cost of \$23,000.00 and for the Lowries Run (LROC) Audit a cost of \$4,300.00, as recommended by Business Manager Anthony Giancola, seconded by Mr. Schon. *All members present voted “Aye” and the motion carried unanimously.*

Appointment of Insurance Agent: A motion was made by Mr. Schon and seconded by Mr. Forsey to appoint The HDH Group, Inc., as MTSA’s Insurance Agent effective January 1, 2022, for the policy period January 1, 2022 to January 1, 2023, for the following policies:

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

All members present voted “Aye” and the motion carried unanimously.

Ratify Acceptance of Insurance Carrier and Policies: A motion was made by Mr. Semon and seconded by Mr. Merski 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 \$127,159.00, effective January 1, 2022, for the policy period January 1, 2022 to January 1, 2023, for the following policies:

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

All members present voted “Aye” and the motion carried unanimously.

Workers’s Compensation Insurance Carrier: A motion was made by Mr. Forsey and seconded by Mr. Schon to appoint Municipal Risk Management (MRM) as the Authority’s Workers’ Compensation Insurance Carrier for coverage for year 2022 for an estimated annual premium of \$118234.36, effective January 1, 2022 through December 31, 2022. *All members present voted “Aye” and the motion carried unanimously.*

Table Approval of the Public Officials Liability Insurance Coverage: A motion was made by Mr. Merski to table approval of the Public Officials Liability Insurance Policy through Simpson & McCrady, LLC covered by The Cincinnati Insurance Company, policy term 1/31/2022 to 1/31/2023, until the quote is received from the carrier, seconded by Mr. Schon. *All members present voted “Aye” and the motion carried unanimously.*

The Authority has been a member of the Municipal Risk Management program for Twenty years. Mr. Youngblood stated that the Authority does receive a rebate from MRM Trust for participating in the program.

Official Publication: A motion was made by Mr. Schon and seconded by Mr. Semon to designate The Pittsburgh Post-Gazette, as the Authority’s official publication for year 2022. *All members present voted “Aye” and the motion carried unanimously.*

Operational Appointments: A motion was made by Mr. Semon and seconded by Mr. Forsey to appoint William Youngblood as Executive Director and Assistant Secretary to the McCandless Township Sanitary Authority Board of Directors for year 2022. *All members present voted “Aye” and the motion carried unanimously.*

Mr. Youngblood thanked the Authority Board for his appointment.

A motion was made by Mr. Merski and seconded by Mr. Forsey to appoint Mr. R. Thomas Riley as Assistant Treasurer to the Board of Directors of the McCandless Township Sanitary Authority for year 2022. *All members present voted “Aye” and the motion carried unanimously.*

Lowries Run Operating Committee Representatives: A motion was made by Mr. Schon and seconded by Mr. Semon to appoint Thomas Merski and William Youngblood to serve as Representatives, with James Forsey to serve as alternate Representative of The McCandless Township Sanitary Authority to the Lowries Run Operating Committee (LROC) for year 2022. *All members present voted “Aye” and the motion carried unanimously.*

Bear Run Operating Committee: A motion was made by Mr. Merski and seconded by Mr. Semon to appoint William Youngblood and John Schon to serve as Representatives of The McCandless Township Sanitary Authority to the Bear Run Operating Committee (BROC) for year 2022. *All members present voted “Aye” and the motion carried unanimously.*

Pension Plan Committee and Plan Administrator: A motion was made by Mr. Merski to appoint John Schon, Patrick Semon and William Youngblood to serve as Representatives, with James Forsey to serve as alternate Representative to the Pension Plan Committee for the Year 2022 and to appoint Anthony Giancola to serve as Plan Administrator to the Pension Plan Committee for year 2022, seconded by Mr. Forsey. *All members present voted “Aye” and the motion carried unanimously.*

Recommend the Following Be Placed in Motion:

December 2, 2021 and December 16, 2021 Meeting Minutes: A motion was made by Mr. Schon and seconded by Mr. Semon to approve the Minutes of the Regular Monthly Meeting of December 2, 2021 and the Reconvened Meeting of December 16, 2021, as submitted to each Board Member. *All members present voted “Aye” and the motion carried unanimously.*

List of Bills dated January 6, 2022: Mr. Semon reviewed with the Board the List of Bills Report for period through January 6, 2022, totaling \$1,259,370.95, as presented. Mr. Semon answered several questions concerning the List of Bills.

A motion was made by Mr. Semon and seconded by Mr. Forsey to approve for payment the List of Bills through January 6, 2022, as presented. *All members present voted “Aye” and the motion carried unanimously.*

2022 MTSA Operating Budget: Mr. Youngblood, Executive Director, reviewed with the Board the 2022 Operating Budget included a 2.5% increase in employee wage classifications, effective the first full pay of January 2022, as budgeted and previously discussed.

At this time, a motion was made by Mr. Forsey and seconded by Mr. Merski to approve the 2022 MTSA Operating Budget with a 2.5% increase in the employee wage classifications to be effective the first full pay of January 2022. *All members present voted “Aye” and the motion carried unanimously.*

Rescind Approval and Table Application for Payment No. 13-Final Submitted by Masco Construction Inc.: A motion was made by Mr. Merski to rescind approval and table Application and Certificate for Payment No. 13-Final, submitted by MASCO Construction Inc. for period to November 30, 2021 in the amount of \$55,150.00, for the Pine Creek WWTP Blower Building Expansion, until the outstanding items in the Contractors Punch List are completed, as recommended by KLH Engineers, Inc., seconded by Mr. Schon. *All members present voted “Aye” and the motion carried unanimously.*

Approve Payment Application No. 4 Submitted by McCurley Houston Electric, Inc.: A motion was made by Mr. Semon to approve Payment Application No. 4, submitted by McCurley Houston Electric, Inc. in the amount of \$3,136.50, for the Peebles Pump Station Project, as recommended by KLH Engineers, Inc., seconded by Mr. Forsey. *All members present voted “Aye” and the motion carried unanimously.*

Engineer Creagh informed the Board that the contractor has temporary power at the construction site. The Authority and contractor are working with Duquesne Light to connect permanent electrical service to the pump station structure.

Revenue Bonds, Series of 2022: Mr. Egan of Public Investment Advisors, Inc. informed the Board that two bids were received from potential Underwriters for the Authority's Sewer Revenue Bonds, Series of 2022, Piper Sandler Company and Huntington Bank, as indicated in his letter.

Mr. Egan recommends that the Authority accept the bid received from Piper Sandler Company with a modification to the submission to use a surety bond from Build America Mutual for a one time premium of \$23,000.00. This would reduce the annual debt service by approximately \$50,000.00 a year. The surety bond will provide eligibility for the Green Star program as detailed by Mr. Egan.

The Pricing Committee reviewed and recommends the use of the Surety Bond in lieu of a cash funded Debt Service Reserve.

Further discussion was held concerning the use of a Surety Bond in lieu of a cash funded Debt Service Reserve.

As a result of discussion, a motion was made by Mr. Semon to accept the report of the Pricing Committee pursuant to Resolution No. 605, and the recommendation of the Financial Advisor, to award the sale of the Authority's Sewer Revenue Bonds, Series of 2022 to Piper Sandler Company, as Underwriter, based upon the response to invitation to bid from such Underwriters, with a Surety Bond Debt Service Reserve Policy and the terms of a Bond Purchase Agreement between the Authority and such Underwriter, seconded by Mr. Schon. A roll call vote was taken, as follows: Mr. Merski, aye; Mr. Schon, aye; Mr. Semon, aye; and Chairman Eddy, aye. Mr. Forsey, Nay.

Mr. Egan will notify Piper Sandler Company of the bid award to include the Surety Bond Policy.

Solicitor Brown will contact Piper Sandler Company concerning execution of the Bond Purchase Agreement.

Solicitor's Report: Solicitor Brown reported on the following issues:

ALCOSAN Regionalization Transfer Agreement: Solicitor Brown does not have any new information concerning the ALCOSAN Regionalization Transfer Agreement.

MTSA's Amendment to the Articles of Incorporation: Solicitor Brown advised that the Authority's Amendment to the Articles of Incorporation will be advertised in the Pittsburgh Post-Gazette and the Pittsburgh Legal Journal this week. Once the proof of publication is received on each of the advertisements, the Authority Resolution and Town of McCandless Ordinance will be sent into the Secretary of the Commonwealth for official filing.

Engineer's Report: Engineer Creagh provided his Engineers Report.

Pine Creek WWTP-Phase I Expansion: Engineer Creagh advised that the contracts have been sent to both Global Heavy and Merit Electrical Group to be executed. Once the executed contracts are received from the contractors the contractors will be sent to the Authority for signatures.

Peebles Pump Station & Forcemain: Engineer Creagh reviewed pictures of the project work. J5 Construction has continued to lay block for the pump station. Pump delivery is expected in mid to late January.

McCurley Houston has submitted Pay Application No. 4 for review and approval.

Pine Creek WWTP – Blower Building: Masco Construction is continuing to work on the punch list. Once complete, a final walkthrough will occur and then Pay Application No. 13 will be processed.

A & B Pump Station & Forcemain: Jet Jack has said the air release valve is on backorder until late January.

Lowries Run CIPP 2022: Engineer Creagh provided an update on the Lowries Run Cured-In-Place Project. The project consists of 1700 feet of 18-inch sewer to be lined over four separate segments in the Lowries Run Interceptor. The bid for the project was sent out on January 4th. Bids will be opened on January 25th at 2:00 p.m.

Executive Director’s Report: Mr. Youngblood reported on the following:

MTSA Development Operation-Update: Mr. Blakley reviewed the Sanitary Sewer Permit and Tap Fee Summary Report for the month of December as well as the Ten-Year Permit Comparison Report which provides detailed information on the number of Residential and Commercial permits issued over the last 10 years.

Mr. Blakley advised General Fee Schedule A, required several clarifications under the tap fee section.

MTSA Field and Maintenance Operation: Mr. Blakley reviewed items on the Field & Maintenance Operation Report.

Crews were working on performing spot repairs on Cumberland Road in preparation for the Babcock/Cumberland Lining Project.

The Lines Crew completed repairs to the two break-in connections located in the Lowries Run Interceptor that were mentioned in the ALCOSAN Defect Report. These completed repairs will be sent to ALCOSAN.

Staff will begin to set up scheduling the tests with the laboratory to complete the Form 43 Annual Sludge Analysis that will be sent to the permitted landfills. This testing is required annually for the landfill permits.

MTSA is working with KLH Engineers to provide data for the Annual Chapter 94 Reports to be forwarded to the ALCOSAN and PADEP.

Wet Weather Issues: Mr. Youngblood reported that a 3RWW Sub-Committee Meeting will be held on January 20, 2022 in Greentree and Authority Representatives plan to attend.

Allegheny County Health Department-COVID-19 Guidelines: Mr. Youngblood reported that Allegheny County Health Department has updated the COVID-19 Return to Work Guidance on December 30, 2021 for employees. The Authority has implemented these guidelines per the Health Department's recommendation.

Sale of Authority Vehicle: Mr. Blakley informed the Board that the Authority sold the 2004 truck on Craig's List and proceeds from the sale will be deposited into the general fund.

Town of McCandless-Update: Mr. Casey noted that the Town of McCandless has approved the Ordinance to amend the Authority's Articles of Incorporation.

Announcement of Executive Session: The Authority Board of Directors held an Executive Session at the conclusion of the January 6, 2022, Regular Meeting to discuss matters of potential litigation.

Unfinished Business: There was no unfinished business.

New Business: There was no new business.

Recess to Reconvene: Mr. Semon made a motion to recess the January 6, 2022 Meeting to reconvene on January 20, 2022 to review the quote from Simpson & McCrady, LLC for the Public Officials Liability insurance coverage and to discuss Masco Construction's final payment, seconded by Mr. Merski. The meeting recessed at 8:27 p.m. **Motion Carried.**

Eak/1/20/2022