

**THE McCANDLESS TOWNSHIP SANITARY AUTHORITY  
REORGANIZATION AND REGULAR MEETING**

**MINUTES – JANUARY 9, 2025**

**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 9, 2025 at 7:00 p.m. at the Authority’s Administration Building, 418 Arcadia Drive, Pittsburgh, Pennsylvania 15237. Chairman Christopher Eddy called the meeting to order.

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

Present: Ronald Brown, Solicitor of Dickie, McCamey, Chilcote, P.C.-Via Video Conference; Kevin Creagh, KLH Engineers, Inc.; William Youngblood, Executive Director; William Richard, Superintendent; Steve Buehler, Assistant Superintendent; Anthony Giancola, Business Manager; Raymond Aufman, Development/Administrative Manager; Dennis Blakley, Consultant; Ed Bricker, Plant Manager; Tim Barker Plant Assistant; Jack Casey, Town of McCandless Liaison, and Elizabeth Keast, Recording Secretary.

Visitor: Dave Smith, Town of McCandless Resident.

**Invocation:** Chairman Eddy gave the invocation.

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

**Public Comments:** There were none.

**Communications:** Secretary Merski read a letter from the Town of McCandless confirming his reappointment to the Board of the McCandless Township Sanitary Authority. Mr. Merski thanked the Town of McCandless for his reappointment.

**Nominations and Election of Officers to The McCandless Township Sanitary Authority Board of Directors for Year 2025:** In accordance with the Municipalities Authority Act of 1945, as amended, Mr. Eddy, Acting Chairman requested Solicitor 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 2025.

**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. Merski. There being no other nominations, Mr. Schon moved to close nominations for Office of Chairman, seconded by Mr. Semon. *A voice call vote carried the motion, all in favor.*

Mr. Schon moved to elect Christopher Eddy to serve as Chairman of the Board of Directors of the McCandless Township Sanitary Authority 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. Semon moved to nominate James Forsey, for the Office of Vice Chairman, seconded by Mr. Schon. There being no other nominations, Mr. Merski moved to close nominations, seconded by Mr. Eddy. *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 by acclamation, seconded by Mr. Schon. *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. Semon. 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. Schon moved to elect Thomas Merski, to serve as Secretary of the Board of Directors of the McCandless Township Sanitary Authority by acclamation, seconded by Mr. Semon. *A voice call vote carried the motion, all in favor.*

**Office of Treasurer:** Temporary Chairman Brown accepted nominations for the Office of Treasurer. Mr. Schon moved to nominate Patrick Semon for the Office of Treasurer, seconded by Mr. Merski. 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. Schon moved to elect Patrick Semon, to serve as Treasurer of the Board of the McCandless Township Sanitary Authority by acclamation, seconded by Mr. Merski. *A voice call vote carried the motion, all in favor.*

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

Mr. Forsey moved to elect John Schon, to serve as Assistant Treasurer of the Board of the McCandless Township Sanitary Authority by acclamation, seconded by Mr. Semon. *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 2025.

**Appointment of Solicitor:** Mr. Forsey moved to appoint the firm of Dickie, McCamey, Chilcote, P.C. to provide legal services, represented by Ronald J. Brown, Esquire, as Solicitor for year 2025 based on the letter submitted, seconded by Mr. Merski. *All members present voted “Aye” and the motion carried unanimously.*

Solicitor Brown thanked the Authority Board for his appointment.

**Appointment of Engineer of Record:** Mr. Schon moved to appoint the firm of KLH Engineers, Inc. to provide engineering services, represented by Kevin Creagh, P.E, as Engineer of Record for year 2025 based on the fee schedule attached, seconded by Mr. Semon. *All members present voted “Aye” and the motion carried unanimously.*

Mr. Creagh thanked the Authority Board for his appointment.

**Defer Action on the Appointment of Auditor:** Chairman Eddy requested to defer action on appointment of the firm of Maher Duessel, Certified Public Accountants, as Auditors for year 2025, until the January 23<sup>rd</sup> Reconvened Meeting.

**Appointment of Insurance Agent:** Mr. Semon moved to appoint The HDH Group, Inc., as MTSA’s Insurance Agent effective January 1, 2025, for the policy period January 1, 2025 to January 1, 2026, for the following policies:

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

Mr. Forsey seconded the motion. *All members present voted “Aye” and the motion carried unanimously.*

**Ratify Acceptance of Insurance Carrier and Policies:** Mr. Forsey moved to ratify the acceptance of the following policies covered by MRM Property & Liability Trust, managed by The HDH Group, Inc. for an estimated annual premium of \$145,858.00, effective January 1, 2025, for the policy period January 1, 2025 to January 1, 2026, for the following policies:

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

Mr. Merski seconded the motion. *All members present voted “Aye” and the motion carried unanimously.*

**Workers’ Compensation Insurance Carrier:** Mr. Semon moved to appoint Municipal Risk Management (MRM) as the Authority’s Workers’ Compensation Insurance Carrier for coverage year 2025 for an estimated annual premium of \$152,373.00, effective policy period January 1, 2025 through December 31, 2025, seconded by Mr. Schon. *All members present voted “Aye” and the motion carried unanimously.*

**Defer Action on the Public Officials Liability Insurance:** Chairman Eddy requested to defer action on Simpson & McCrady, LLC, Public Officials Liability Insurance policy term 1/31/2025 to 1/31/2026, until the January 23<sup>rd</sup> Reconvened Meeting.

**Official Publication:** Mr. Schon moved to designate The Pittsburgh Post-Gazette, as the Authority's official publication for year 2025, seconded by Mr. Semon. *All members present voted "Aye" and the motion carried unanimously.*

**Operational Appointments:** Mr. Semon moved to appoint William Youngblood as Executive Director and Assistant Secretary to the McCandless Township Sanitary Authority Board of Directors for year 2025, seconded by Mr. Merski. *All members present voted "Aye" and the motion carried unanimously.*

Mr. Youngblood thanked the Authority Board for his appointment.

**2025 Lowries Run Operating Committee Representatives:** Mr. Semon moved to appoint Thomas Merski and William Youngblood to serve as Representatives, with John Schon to serve as alternate Representative of The McCandless Township Sanitary Authority to the Lowries Run Operating Committee (LROC) for year 2025, seconded by Mr. Forsey. *All members present voted "Aye" and the motion carried unanimously.*

**2025 Bear Run Operating Committee:** Mr. Forsey moved 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 2025, seconded by Mr. Merski. *All members present voted "Aye" and the motion carried unanimously.*

**2025 Pension Plan Committee and Plan Administrator:** Mr. Merski moved 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 2025, and to appoint Anthony Giancola to serve as Plan Administrator to the Pension Plan Committee for year 2025, seconded by Mr. Schon. *All members present voted "Aye" and the motion carried unanimously.*

**Recommend the Following Be Placed in Motion:**

**APPROVAL OF MINUTES:** Mr. Semon moved to approve the December 5, 2024, Regular Monthly Meeting Minutes, and the December 19, 2024, Reconvened Meeting Minutes, as submitted to each Board Member, seconded by Mr. Forsey. *All members present voted "Aye" and the motion carried unanimously.*

**APPROVE LIST OF BILLS:** Mr. Semon reviewed with the Board the List of Bills Report for period through January 9, 2025, totaling \$1,623,958.89, as presented. Mr. Semon answered several questions concerning the List of Bills.

Mr. Forsey moved to approve for payment the List of Bills through January 9, 2025, as presented, seconded by Mr. Schon. *All members present voted "Aye" and the motion carried unanimously.*

**MERIT ELECTRIC GROUP, INC. PAYMENT NO. 30:** Mr. Merski moved to approve Application and Certificate for Payment No. 30, submitted by Merit Electrical Group, Inc., in the amount of \$72,176.66, period 12/25/2024, for Contract 110-Electrical Construction, for the Pine Creek Wastewater Treatment Plant-Phase I Improvements, as recommended by KLH Engineers, Inc., seconded by Mr. Schon. *All members present voted “Aye” and the motion carried unanimously.*

**ACCEPT MARSHALL TRAILS SOUTH DEVELOPMENT:** Mr. Semon moved to accept the sanitary sewerage facilities at the Marshall Trails South Development for the installed cost of \$52,037.00, as recommended by the Development Department, seconded by Mr. Forsey. *All members present voted “Aye” and the motion carried unanimously.*

**DEFER ACTION ON THE KLH ANNUAL ENGINEERING REPORT:** Chairman Eddy requested to defer action on the Annual Engineering Report prepared by KLH Engineers, Inc. with 2024/2025 Operating Budget for the McCandless Township Sanitary Authority’s Sewer System until the January 23<sup>rd</sup>, 2025 Reconvened Meeting.

**ADD ITEM 6 TO JANUARY 9, 2025 AGENDA:** Mr. Schon moved to amend the Agenda to add Item 6, to the January 9, 2025 Agenda, to consider action on the Aqua-Aerobics Systems, Pilot Test Proposal, as recommended by the Copper Committee, seconded by Mr. Merski. *All members present voted “Aye” and the motion carried unanimously.*

Mr. Schon advised the Board that the Copper Committee met today and reviewed the proposal submitted by Aqua-Aerobics Systems. Aqua-Aerobics has confirmed that they will be available to conduct their pilot test at the Longvue No. 2 plant starting January 20<sup>th</sup>, 2025, and be completed before Ovivo USA, LLC, is scheduled to begin their pilot testing, on March 15<sup>th</sup>.

At this time, Mr. Schon moved to accept the proposal submitted by Aqua-Aerobic Systems, Inc., to conduct pilot testing at the Longvue No. 2 Plant for a cost of \$7,842.00, with authorization to start January 20<sup>th</sup>, as recommended by the Copper Committee, seconded by Mr. Semon. *All members present voted “Aye” and the motion carried unanimously.*

#### **SYSTEMS REPORTS:**

**SOLICITOR’S REPORT:** Solicitor Brown reported on the following:

**ALCOSAN Regionalization Transfer Agreement:** Solicitor Brown reported that discussions were held with Board and staff on the prospect of transferring a portion of the Lowries Run interceptor line to ALCOSAN. ALCOSAN is taking the position that the communities that are tied in below Manhole No. 40, Kilbuck Township, Ohio Township and Emsworth Borough have participation service agreements with the Lowries Run Joint Operating Committee, ALCOSAN does not intend to assume those agreements.

Solicitor Brown has sent letters to the solicitors for Kilbuck Township, Ohio Township and Emsworth Borough requesting input on the impact ALCOSAN’s position to not assume the participation service agreements will have on their communities.

Solicitor Brown has sent a copy of the letters to the Ross Township solicitor, co-owner of the Lowries Run interceptor. He anticipates a response from the municipalities shortly.

**Longvue No. 2 NPDES Permit Limits:** Solicitor Brown indicated that the Authority has signed the Ovivo Lease Agreement to conduct the pilot testing at the Longvue No. 2 plant to begin in early March. Solicitor Brown will review the Aqua-Aerobic proposal and provide any suggested changes to the Authority.

The Authority's Longvue No. 2 NPDES Permit Amendment received from the Pennsylvania Department of Environmental Protection (PADEP) has been forwarded to Attorney Stinson at Dickey, McCamey, Chilcote, P.C. for review. His recommendation to the Authority is to proceed with the parameters outlined in the permit amendment. KLH Engineers has sent a progress report to the PADEP.

**Engineer's Report:** Engineer Creagh provided a report on the following:

**Pine Creek WWTP-Phase I Expansion:** KLH Engineers is working with Global and Merit Electric on the final stages of the project, in preparation for closeout. Global Heavy continues to work on final items on their punch list. Merit Electric is working to complete the blower upgrade and their remaining punch list items.

**Longvue No. 2-Copper Study:** Engineer Creagh said KLH Engineers has submitted the semi-annual progress report to the Pennsylvania Department of Environmental Protection.

KLH Engineers received a response from Ovivo representatives informing the Authority that their unit is scheduled to be available to the Authority after March 14, 2025. Aqua-Aerobics is scheduled to start their pilot test on January 20<sup>th</sup>, that will continue for approximately four to six weeks.

**2023 Grow Grant-Fox Ridge Plan:** KLH Engineers is working with MTSA and ALCOSAN on reimbursement requests for the 2023 Grow Grant.

**Executive Director's Report: Mr. Youngblood reported on:**

**MTSA Development Operation-Update:** Mr. Aufman reviewed the December Sanitary Sewer Permit and Tap Fee Summary Report with the Board. A copy of the 2024 Permits by Municipality Report and Ten Year Report was submitted for review. Mr. Aufman discussed the Current Development Project Report for January.

**MTSA Field/Maintenance Operation Report:** Mr. Richard reviewed the Field & Maintenance Operation Report with the Board.

**MTSA Plant Operation Report:** Mr. Bricker reviewed the Plant Operation Report with the Board.

**Consultant Report-Pine Creek WWTP:** Mr. Blakley provided the Board with an update on the January 2025 Progress Report and Punch List items for the Pine Creek Wastewater Treatment Facility Upgrade.

Mr. Schon reported that the Western Pennsylvania Water Pollution Control Association has provided information on hosting tour events for newly rehabilitated sewage plant facilities for educational purposes. The Authority may want to contact them to host our tour of the Pine Creek Plant Upgrade Project when it is completed.

**Year-End Employee Meeting:** Mr. Youngblood reported that Board and Staff have scheduled an employee year-end meeting for January 13, 2025 at 2:00 p.m.

**Town of McCandless:** Mr. Casey did not have anything new to report.

**Unfinished Business:** There was no unfinished business.

**New Business:** There was no new business.

**Recess to Reconvene:** Mr. Schon moved to recess to reconvene the January 9, 2025 Meeting to January 23, 2025, seconded by Mr. Forsey. The meeting recessed at 8:43 p.m. **Motion Carried.**