

**MUNICIPAL AUTHORITY OF THE CITY OF LOWER BURRELL  
MONTHLY MEETING AGENDA – FEBRUARY 15, 2022 - 6:30 P.M.**

**"PLEDGE OF ALLEGIANCE"**

**CALL MEETING TO ORDER**

**1. ROLL CALL:**

<b>Kevin Lettrich, Chairman</b>	_____	<b>Robert B. Liotta, Solicitor</b>	_____
<b>Terry Anderson, Vice Chairman</b>	_____	<b>John Andrejczik, Mayor</b>	_____
<b>George Adda, Secretary</b>	_____	<b>David Stoltz, Councilman</b>	_____
<b>Jennifer Bayer, Treasurer</b>	_____	<b>Chris Henry, Engineer Mott MacDonald</b>	_____
<b>Robert Polczynski, Asst. Sec./Treas.</b>	_____	<b>Todd Giammatteo, Director Public Works</b>	_____

**REORGANIZATION:**

**CHAIRMAN/VICE CHAIRMAN TURNS THE MEETING OVER TO THE SOLICITOR TO CONDUCT THE ELECTION OF OFFICERS:**

A. Office of Chairman: \_\_\_\_\_

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

B. Office of Vice Chairman: \_\_\_\_\_

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

C. Office of Secretary: \_\_\_\_\_

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

D. Office of Treasurer:

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

E. Office of Asst. Secretary/Treasurer: \_\_\_\_\_

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

E. Motion to retain Mott MacDonald as the Consulting Engineer:

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

F. Motion to retain Robert B. Liotta, Solicitor:

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

G. Motion to retain Depositories:

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

**2. APPROVAL OF MINUTES – JANUARY 18, 2021 (Minutes sent to members via email)**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

**3. ACCEPTANCE OF TREASURER’S REPORT – JANUARY 18, 2021**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

**4. CORRESPONDENCE:**

- The Authorities Board Member Training (*see LBMA documents folder*)
- Mott MacDonald Renewal for 2022 Annual Services Contract
- Check from City of Lower Burrell dated January 7, 2022, in the amount of \$6,169.78 for Payment 41 of 360 (*see LBMA Invoices folder*)
- Check from City of Lower Burrell dated February 7, 2022, in the amount of \$6,169.78 for Payment 42 of 360 (*see LBMA Invoices folder*)

**5. BILLS PRESENTED FOR PAYMENT:**

<u>Name</u>	<u>Amount</u>	<u>Description</u>
PMAA	\$ 270.78	2022 Active Membership Dues
Mott MacDonald	\$1,802.96	LBMA Annual Services-T&M
Mott MacDonald	<u>\$4,658.50</u>	LBMA Chartiers Pump Station Upgrade
<b>Total</b>	<b>\$6,732.24</b>	

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

**6. OLD BUSINESS:**

**7. NEW BUSINESS:**

- Audit Engagement Letter dated January 10, 2022
- DEP Acceptance Letter dated January 18, 2022
- 2022 Consulting Engineering Annual Services Agreement
- LBMA Financial Account Detail Report

**8. PUBLIC COMMENT:**

**9. MAYOR'S REPORT:**

**10. SEWER REPORT:**

**1/3/22 – 1/7/22**

- Checked, cleaned, and greased pump stations; camera line on Short Street to check storm pipe; hung heater bracket at Indiana pump station
- Electrical work at Indiana pump station to install heater; marked PA One Calls; installed heater at Indiana; dumped off Vactor
- Sewer inspection; checked Little Braeburn pump station; walked Flyers field checking manholes; walked Indian Fields r/w installed 3-man pans; worked on heater at Indiana pump station; cleaned out Vactor
- Marked PA One Calls; continued repairs on heater at Indiana pump station; camera/jet rod storm line on Short Street

**1/10/22 – 1/14/22**

**1/17/22 – 1/21/22**

- Marked PA One Calls; located serial number for alternator on pump #2 at Indian Fields; checked Craigdell, Indian Fields and Hillcrest pump stations
- Checked pump at Indian Fields pump station
- Cleaned Truck 18

**1/24/22 – 1/28/22**

- Cleared snow around buildings; cleared snow at parks; marked PA One Calls; sewer inspections; thawed out pumps at Indian Fields pump station
- Ran wires at Indian Fields pump station; cleaned up Indian Fields pump station
- Camera various areas; water pump on camera trailer is not pumping; sewer inspection; marked PA One Calls
- Washed and cleaned out Truck 08; worked on camera trailer water pump; marked PA One Calls; investigated force main for leak on Edgecliff (water co. issue); hosed out camera trailer
- Cleared snow around City Hall buildings; checked pump stations; monthly pump station inspection; organized and cleaned out camera trailer

**1/31/22**

- Put heat light and hung blanket on Benshaw at Hillcrest Estates pump station; checked pump stations; cleaned up sewer work bench; marked PA One Calls; cleaned crawler on camera

**PA One Calls – 41**

**Sewer Inspections – 6**

**11. ENGINEER'S REPORT:**

**12. SOLICITOR'S REPORT:**

**ADJOURN:** Motion:\_\_\_\_\_ Second:\_\_\_\_\_

**NEXT MEETING: TUESDAY, MARCH 15, 2022 - 6:30 PM**