

**MUNICIPAL AUTHORITY OF THE CITY OF LOWER BURRELL
MONTHLY MEETING AGENDA – FEBRUARY 16, 2021 - 6:30 P.M.**

"PLEDGE OF ALLEGIANCE"

CALL MEETING TO ORDER

1. ROLL CALL:

Kevin Lettrich, Chairman	_____	John Andrejcik, Mayor	_____
Terry Anderson, Vice Chairman	_____	Rob Hamilton, Councilman	_____
George Adda, Secretary	_____	Chuck West	_____
Jennifer Bayer, Treasurer	_____	Chris Henry, Engineer Mott MacDonald	_____
Robert Polczynski, Asst. Sec./Treas.	_____	Todd Giammatteo, Public Works Director	_____
Robert B. Liotta, Solicitor	_____		

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 19, 2021 (Minutes sent to members via email)

Motion: _____ Second: _____ Roll Call Vote: _____

3. ACCEPTANCE OF TREASURER’S REPORT – JANUARY 2021

Motion: _____ Second: _____ Roll Call Vote: _____

4. CORRESPONDENCE:

- Check from City of Lower Burrell dated February 4, 2021 in the amount of \$6,169.78 for Payment 30 of 360 (*see LBMA Invoices folder*)
- The Authorities – 2021 Roster Sheet requesting it be revised and returned (*see LBMA documents folder*)

5. BILLS PRESENTED FOR PAYMENT:

<u>Name</u>	<u>Amount</u>	<u>Description</u>
Mott MacDonald	\$ 12,261.95	Little Pucketa Sewer Rehabilitation Project (Grant)
Mott MacDonald	\$ 2,912.08	LBMA Annual Services – T&M
Mot MacDonald	\$ 21,864.46	LBMA Chartiers Pump Station Upgrade Design
Total	\$ 37,038.49	

Motion: _____ Second: _____ Roll Call Vote: _____

6. OLD BUSINESS:

7. NEW BUSINESS:

- LBMA Financial Account Detail Report
- Review Auditor Proposals (*see LBMA documents folder*)

8. PUBLIC COMMENT:

9. MAYOR'S REPORT:

10. SEWER REPORT:

1/4/21 – 1/8/21

- Marked PA One Calls; fixed clean out at empty building off Wildlife Lodge Road (Doctor’s office); painted Craigdell pump station
- Marked PA One Calls; painted Craigdell pump station
- Removed Bobcat tracks and installed new tracks; utilized Vactor to clean sewer line on Idaho, assisted with checking wires on Truck 05
- Marked PA One Calls; painted Craigdell pump station; checked pump stations

1/11/21 – 1/15/21

- Marked PA One Calls; checked pump stations; utilized camera on Quail Run
- Utilized camera on Valleyview and Nixon; marked PA One Calls
- Utilized Vactor to jet line on Hill Street, Allen and Iowa; sewer inspection
- Marked PA One Calls; utilized camera on Hill Street to verify main with Shelton plumbing; decrease Little Braeburn, Indian Fields, Hillcrest Estates, and Indiana pump station; raised flags at Veteran’s and Kotecki park
- Checked pump stations; marked PA One Call; utilized Vactor to jet rod Leechburg Road (Villa Ballanca); dumped Vactor at MSANK

1/18/21 – 1/22/21

- Checked pump stations; painted Craigdell pump station
- Marked PA One Calls; utilized camera on sewer lines for Tarentum Borough
- Marked PA One Calls; checked Little Braeburn float; painted Craigdell pump station; sewer inspection
- Marked PA One Calls; painted Craigdell pump station
- Checked pump stations; camera; marked PA One Calls; sewer inspections (2)

1/25/21 – 1/29/21

- Checked pump stations; marked PA One Calls; camera storm pipe on Leechburg Road to Rodgers (storm vault buried); washed Truck 08 and 18; lauded metal pipe from Wayne Street job
- Utilized camera trailer on Wildlife Lodge Road, Nixon, Adamchik, Violet and Fairway; adjusted off float at Little Braeburn; salted sidewalks; picked up bearings from SDB
- Camera sewer lines; paint Craigdell pump station
- Built Chicago pumps; cleaned off work benches; camera and locate lateral line on Fairway

PA One Calls – 51

Sewer Inspections – 4

11. ENGINEER'S REPORT:

- See attached Engineer's Report
- Commonwealth Financing Authority Payment Request Form - 2nd grant reimbursement document requiring signatures (W.A. Petrakis Contracting and Landscaping Co) (*see LBMA invoices folder*)

12. SOLICITOR'S REPORT:

ADJOURN: Motion: _____ Second: _____

NEXT MEETING: TUESDAY, MARCH 16, 2021 - 6:30 PM