

The monthly meeting of the **Lower Burrell Municipal Authority** was held on Tuesday, February 16, 2021, at 6:30 p.m. in the Municipal Building at 2800 Bethel Street, Lower Burrell, PA 15068. In attendance were board members Kevin Lettrich, Terry Anderson, George Adda, Jennifer Bayer, Robert Polczynski, Solicitor Robert Liotta, Mayor John Andrejcek, Engineer Chris Henry, Public Works Director Todd Giammatteo, and City Manager Amy Rockwell. Absent were Councilman Rob Hamilton and Chuck West.

**Reorganization**

Chairman Lettrich turned the meeting over to Solicitor Liotta to conduct the Election of Officers:

Motion by Mr. Adda, second by Mr. Anderson to nominate Kevin Lettrich for the Office of Chairman. Roll call vote: Approved.

Motion by Mr. Adda, second by Ms. Bayer to nominate Terry Anderson for the Office of Vice Chairman. Roll call vote: Approved.

Motion by Ms. Bayer, second by Mr. Polczynski to nominate George Adda for the Office of Secretary. Roll call vote: Approved.

Motion by Mr. Adda, second by Mr. Polczynski to nominate Jennifer Bayer for the Office of Treasurer. Roll call vote: Approved.

Motion by Ms. Bayer, second by Mr. Anderson to nominate Robert Polczynski for the Office of Assistant Secretary/Treasurer. Roll call vote: Approved.

Motion by Mr. Adda, second by Mr. Anderson to retain Mott MacDonald as the Consulting Engineer. Roll call vote: Approved.

Motion by Mr. Anderson, second by Mr. Adda to retain Robert B. Liotta as the Solicitor. Roll call vote: Approved.

Motion by Mr. Polczynski, second by Mr. Anderson to retain Depositories. Roll call vote: 4-0-1; abstain Ms. Bayer.

**Approval of Minutes**

MOTION made by Mr. Anderson, second by Mr. Lettrich to approve the minutes from the January 19, 2021 meeting. Roll call vote: All 4-0-1; abstain Mr. Adda.

**Approval of Treasurer's Report**

MOTION made by Mr. Polczynski, second by Mr. Anderson to approve the Treasurers Report for January 2021. Roll call vote: All approved.

**Correspondence/Incoming Checks**

- 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*)

## **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

MOTION by Mr. Anderson, second by Ms. Bayer to approve the bills requested for payment. Roll call vote:  
All approved.

### **Old Business**

None

### **New Business**

- LBMA Financial Account Detail Report
- Review Auditor Proposals (*see LBMA documents folder*). A lengthy discussion ensued while reviewing the proposals. Motion by Ms. Bayer, second by Mr. Adda to name DeBlasio & DeBlasio Associates as the Lower Burrell Municipal Authority's auditor for a one-year period. Roll call vote: Approved.

### **Public Comment**

None

### **Mayor Andrejczik's Report**

Mayor Andrejczik expressed that he would like to tour the Chartiers pump station.

### **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

### **Engineer's Report**

#### **1. CHARTIERS PUMP STATION UPGRADE PROJECT**

Mott MacDonald met with the Westmoreland County Conservation District (WCCD) regarding floodplain, stormwater, and erosion and sediment controls. Mott MacDonald inquired if a waiver could be granted for stormwater controls due to the calculated stormwater control volume, size of the project site, and proximity to the Allegheny River. A waiver requires approval from the city and the conservation district. Mott MacDonald prepared a request letter which will be sent to Mike Nedley and Senate engineering with data document the request. The project site is under 1 acre in size and typically would not require an approved E&S plan from WCCD however, an approved plan is required for the encroachment permit. Mott MacDonald is still in the process of obtaining the Hec-2 Model from FEMA which was used to generate the floodplain map for the Chartiers Pump Station Site. This model is required for Mott MacDonald to assess the impact of the new tank and pump station building on the FEMA flood plain elevation. If the flood plain is impacted a letter of map revision will need to be submitted with the encroachment permit.

#### **2. LITTLE PUCKETA INTERCEPTOR SEWER REHABILITATION (GRANT)**

W.A. Petrakis returned on February 16 to perform the 3 manhole linings required for system rehabilitation. This will complete the sewer restoration. Petrakis is still required to complete final asphalt and seeding restoration. Mott MacDonald has prepared reimbursement request #2 for \$127,794.00 in paid invoices. The grant agreement reimburses 85% of this cost to the authority, a \$108,624.90 value. Mott MacDonald requests the board authorize them to submit the reimbursement on their behalf. The board chairman and treasure's signatures are required on the reimbursement request form.

Motion by Mr. Anderson, second by Ms. Bayer to approve funding for reimbursement # 2 in the amount of \$127,794. Roll call vote: Approved.

### **Solicitor's Report**

Discussions with property owners regarding the transfer of properties. Needs to be considered by the board and related to the parties.

### **Adjournment**

Motioned by Mr. Anderson, second by Ms. Bayer to adjourn the meeting.

Kevin Lettrich, Chairman

