

January 20, 2026

The monthly meeting of the Lower Burrell Municipal Authority was held on January 20, 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, Robert Polczynski, Robert Liotta, Dave Stoltz, Chris Henry, Michelle Hatbob.

Dave shared with everyone that Greg Primm and Matt Pitsch (LSSE) were able to get us a 500,000 dollar grant for the force main. He was extremely happy with there work on securing this grant for the project.

REORGANIZATION:

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

A. Office of Chairman: Kevin Lettrich

Motion by George Adda seconded by Terry Anderson to elect Kevin Lettrich as office of Chairman. Roll call vote: Approved.

B. Office of Vice Chairman: Terry Anderson

Motion by George Adda and Seconded by Kevin Lettrich to elect Terry Anderson as Vice Chairman. Roll call vote: Approved.

C. Office of Secretary: George Adda

Motion by Robert Polczynski and seconded by Terry Anderson to elect George Adda as secretary. Roll call vote: Approved.

D. Office of Treasurer: Robert Landowski

Motion by Terry Anderson and seconded by George Adda to elect Robert Landowski as Treasurer. Roll call vote: Approved.

E. Office of Asst. Secretary/Treasurer: Robert Polczynski

Motion by George Adda and seconded by Terry Anderson to elect Robert Polczynski as Assistant secretary/treasurer. Roll call vote: Approved.

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

Motion by George Adda and seconded by Terry Anderson to retain Mott Macdonald as the consulting Engineer. Roll call vote: Approved.

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

Motion by George Adda and seconded by Robert Polczynski to retain Robert B. Liotta as the solicitor. Roll call vote: Approved.

G. Motion to retain Depositories: First National Bank

Motioned by George Adda and seconded by Robert Polczynski to retain depositories at First National Bank.
Roll call vote: Approved.

H. Motion to extend the agreement with Mott Macdonald

Motioned by George Adda and Seconded by Terry Anderson to extend agreement with Mott Macdonald.
Roll call vote: Approved.

Approval of Minutes

Motion by George Adda seconded by Terry Anderson to approve the minutes of the December 16, 2025, meeting. Roll call vote: Approved.

Approval of Treasurer's Report

Motion by Robert Polczynski second by George Adda to approve the Treasurer's Report for December 16, 2025, Roll call vote: Approved

Correspondence

- Check from City of Lower Burrell dated January 9, 2026, in the amount of \$6,169.78 for Penn Vest Loan Payment 89 of 360 (*See LBMA Invoices folder*)
- Westmoreland Conservation District- NPDES Permit General Permit Coverage Approval (*Original in correspondences folder*)

Bills Presented for Payment:

Mott Macdonald	1,460.50	507108924 LBMA Annual Services
Total	\$ 1,460.50	

Motion by George Adda seconded by Terry Anderson to approve invoice for Mott Macdonald. Roll call vote: Approved.

Old Business

No Report

New Business

No Report

Public Comment

1. Frank informed everyone that the Penn Vest board meeting is Wednesday January 21, 2026, at 10:30 am. We are project #26 out of 36.
2. The 2025 audit is going to be at the end of the month.
3. Spoke about the board using the city emails and for anybody that cannot get logged into give him a call and we can make an appointment with the IT department.

Mayor's Report

No Report

Sewer Report

2025 – December - City of Lower Burrell Pump Stations Report

Craigdell
Equipment

- Two of Two Smith and Loveless Pumps

Issues

- Nothing to report

Past Repairs

- Replaced Pumps, Replaced Floats, Replaced Domes and Fittings, New Timer, New Compressor Contactor

Suggestions

- Purchase a spare pump, Sump Pump, and compressor domes

Little Braeburn

Equipment

- Two Myers Submersible Pumps Grinder Pumps

Issues

- Nothing to report

Past Repairs

- New Pumps, Rewired, New Pump hold downs, Installed Basket, New Contactors

Suggestions

- Purchase a spare pump

Big Braeburn

Equipment

- Four Smith and Loveless Pumps

Issues

- 12/29 – Installed new check valve for pump #2 (with McRandal Plumbing)

Past Repairs

- Replaced Timer Relay

Suggestions

- None

Hillcrest

Equipment

- Zero of One Chicago Pump

Issues

- Nothing to report

Past Repairs

- Replaced Pumps, Changed Packing

Suggestions

- New Pump Volute

Indian Fields

Equipment

- One Smith and Loveless Pumps

Issues

- 12/16 – Call out – Cleaned domes/adjusted floats

Past Repairs

- Replaced domes and hoses, changed hour meter

Suggestions

- Spare Compressor Domes

Indiana

Equipment

- Two of Two Chicago Pumps

Issues

- Packing Changed in Pump #2

Past Repairs

- Replaced Floats, Replaced Beem, Replaced Pumps, Replaced Driveshafts, Replaced Pillow Block, Realigned Shafts, Replaced Motor Starter, Changed/Tightened Packing

Suggestions

- Repair Beam, Spare Pillow Block, Replace Drive Shaft

Hillcrest Estates

Equipment

- One of Two Submersible Pumps Grinder Pumps

Issues

- Nothing to report

Past Repairs

- New Pumps, Rewired, New Pump Rails, New Floats, Cleaned

Suggestions

- Purchase a spare pump

Marked PA one calls

PA One Calls – 48

Engineer's Report

Chris is expecting Penn Vest to award us two different loans a state and federal loan. The Penn Vest meeting is Wednesday January 21, 2026, at 10:00 am. Mott Macdonald will provide the city with a publication to send to the newspaper to post for bids. The bids will be in for the March meeting. Chris will reach out to hold a Prebid meeting in the first week of February. Chris asked about the project that is going on in Kinloch and to keep him posted on the progress. Chris also mentioned someone from Tractor Supply reached out to him regarding tapping into the main sewer. Michelle mentioned the Tractor Supply contractors have been in contact with the city regarding the tap in and they have paid the tap in fee.

Solicitor's Report

No Activity

Robert will be talking with all parties to confirm everything with the property.

Adjournment

Motion by Robert Polczynski seconded by Terry Anderson to adjourn the meeting at 6:54 P.M.

Kevin Lettrich, Chairman