Pleasant Hills, PA
February 28, 2018

The regular monthly meeting of the Pleasant Hills Authority was called to order at 7:00 p.m., Vice-Chairman John A. Belcher presiding.

Members present: Messrs. Belcher, Bondi, Howley, O'Har, Rodeheaver and Stuncard
Members absent: Messrs. Nieman

Also present: Ronald J. Brown, Esq., representing the Authority Solicitor; Robert Dengler, P.E., representing the Authority Engineer; Jean Crane, Manager; Mike Majzer, Superintendent; and William Trimbath and Mimi Haley, representing Pleasant Hills Borough.

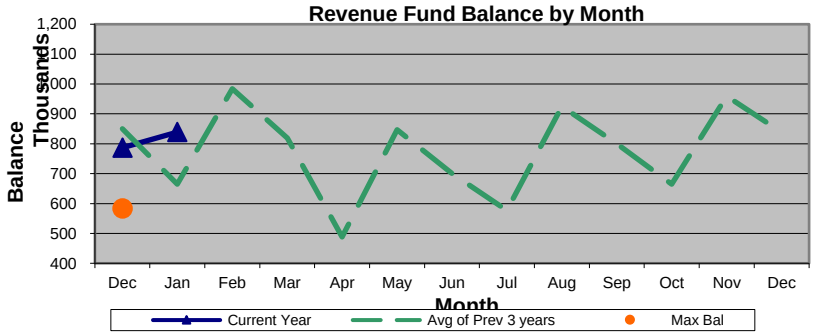
The minutes of the meeting of January 24, 2018 were considered. Mr. Dengler stated that the spelling for Mr. Goncz was incorrect. The Manager will correct. Mr. Bondi stated that Mr. Trimbath was correct at the last meeting that his term on the board was up for renewal. It was moved by Mr. Belcher and seconded by Mr. Stuncard to approve the meeting minutes of January 24, 2018 as corrected. Motion carried.

Financial Report – The report for January was reviewed. The Capital Fund increased by $236,951 in January primarily due to receipt of service fees from Contracting Municipalities. The Debt Service Reserve account balance increased by $103 in January due to interest.

The Treasurer's report for the month of January was presented as follows:

Pleasant Hills Authority
Revenue Fund
Month of January 2018

			January 2018
Dollar Bank	Previous Month	$	250,000.00
Less outstanding checks and Electronic Fund Transfers			123,618.63
Actual Cash Balance	Previous Month	$	126,381.37
DEPOSITS:			
Transfers from Sweep Accounts		179,181.93	
Transfer from Capital Fund	Capital bills	8,450.58	
	Service Fees - Contracting Mun	-	
	Service Fees - Contract Customer	1,500.71	
Transfer from PennVEST	Reimbursement	2,240.43	
Other	COA Penalty Reimbursement	15,000.00	
TOTAL DEPOSITS		$	206,373.65
DISBURSEMENTS:			
O&M Vouchers		141,589.06	
Electronic Fund Transfers		4,465.76	
Capital Vouchers		8,180.58	
Transfers to Sweep Accounts		-	
Other		-	
TOTAL DISBURSEMENTS		$	154,235.40
ACTUAL CASH BALANCE	Current Month		**178,519.62**
Add Outstanding Checks and Electronic Fund Transfers			71,480.38
Dollar Bank Balance	Current Month	$	**250,000.00**
REVENUE FUND INVESTMENTS			
PNC Sweep Account - Accrued Interest			-
PNC Sweep Account - TOTAL		$	-
Dollar Bank Sweep Account - Accrued Interest			157.36
Dollar Bank Sweep Account - TOTAL			**660,373.78**
TOTAL REVENUE FUND INVESTMENTS			**660,373.78**
TOTAL REVENUE FUND BALANCE (Actual Cash Bal. + Total Invest.)			838,893.40



Pleasant Hills Authority
Pennvest Account

			January 2018
Bank BALANCE	Starting balance	$	2,459.40
Less outstanding checks			407,210.68
Actual Cash Balance	Previous Month	$	(404,751.28)
DEPOSITS:			
PENNVEST ACH	Disbursement	407,210.68	
From Revenue Fund	For Interest Payment	2,757.49	
Other		-	409,968.17
TOTAL CASH BALANCE AND DEPOSITS		$	5,216.89
DISBURSEMENTS:			
Checks	1019-1021	895,885.89	
PHA Reimbursement	Interest and Legal fees	2,459.40	
PENNVEST ACH	Interest	2,459.40	
Other			
TOTAL DISBURSEMENTS		$	900,804.69
ACTUAL CASH BALANCE	Current Month		**(895,587.80)**
Add Outstanding Checks			898,345.29
Bank BALANCE	Current Month	$	**2,757.49**

			Status of Loan and Disbursements
PENNVEST Loan Amount			17,474,300.00
2017 Disbursements	6 Pay Requests	2,535,027.24	
2018 Disbursements	Pay Request #7 (Jan)	898,345.29	
	Pay Request #8 (Feb)	714,961.37	
Total Disbursements			**4,148,333.90**
			23.74%
Remaining Balance	(Loan Amount less Disbursements)		**13,325,966.10**

The Manager reviewed the Revenue Fund compliance report. Based on the report, $203,308.28 will be transferred from the Revenue Fund to the Capital Fund in March. Mr. Belcher asked how the disbursements occur from PennVEST. The Manager stated that we request the disbursement amount based on the pay applications received from the contractors. Monthly, this amount is submitted to PennVEST for approval. Once it is approved, then the funds are transferred electronically into our PennVEST Account. The checks for payment are then paid from this checking account. It was moved by Mr. Bondi and seconded by Mr. Howley that the Treasurer's report be accepted and placed on file. Motion carried.

The bills for the month of February were submitted as follows:

Pleasant Hills Authority
WWTP – Monthly Bills Detail
February 2018

Name	Num	Account	Amount
Utilities - Monthly			
Electricity			
West Penn Power WWTP	2018-01	7020 · Electric - Treatment Plant	20,773.19
Duquesne Light LRPS	615686975406	7025 · Electric - Pump Stations	6,043.11
Duquesne Light SDPS	381795587957	7025 · Electric - Pump Stations	776.57
Natural Gas			
Peoples Gas	2018-02	7030 · Gas	1,484.41
UGI Energy	2 inv	7030 · Gas	4,137.15
Phone			
Comcast	2018-02	7549 · Telephone	343.05
AT&T Mobility	2018-01	7549 · Telephone	149.93
AT&T Mobility	2018-02	7550 · Telephone	149.93
Water			
PA Am Water FIRE	2018-01	7040 · Water	102.68
PA Am Water LRPS	2018-01	7040 · Water	509.60
PA American Water SDPS	2018-02	7040 · Water	16.50
PA American Water WWTP	2018-02	7040 · Water	270.76
Total Utilities			**34,756.88**
Bills - Monthly			
Aqua Filter Fresh	409193	-SPLIT-	67.20
Cintas	4 inv	7070 · Personnel Uniform Service	724.54
Daniel's	2018-01	7055 · Materials and Supplies	53.35
PA One Call	758174	7047 · PA-One Call Charges	76.34
Republic Services	0264-002260847	7080 · Sludge / Garbage Disposal	5,685.80
WEX	5291947	7065 · Automotive Expenses	270.91
Bills - Miscellaneous			
Advance Auto Parts	6061803733298	7065.4 · Automotive Repairs	141.92
Barrier Protection	232505	7055 · Materials and Supplies	86.95
Cintas FAS	1 inv	7055 · Materials and Supplies	36.17

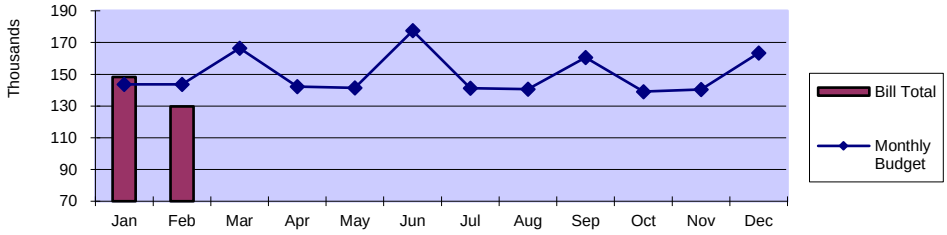
Pleasant Hills, PA
February 28, 2018

Name	Num	Account	Amount
Fisher Scientific	8999836	7075 · Laboratory Equipment Exp	104.50
Mattes Tool & die	501370	7060 · Maintenance - Mach. & Equip.	932.00
Microbac	AA8B00202	7085 · Pretreatment Program	25.00
MSA	2 inv	7055 · Materials and Supplies	898.19
Sherwin Williams	3 inv	7055 · Materials and Supplies	315.01
Sunray Elec Supply	1283997-1	7055 · Materials and Supplies	34.94
Univar	PT044268	7055 · Materials and Supplies	811.25
USA Bluebook	481895	7075 · Laboratory Equipment Exp	423.94
WB Mason	I51974167	7547 · Office Expense	37.14
WB Mason	I52521289	7055 · Materials and Supplies	49.58
WEF	JB Renewal	7567 · Memberships and Education	130.00
Total Treatment Plant Bills			**45,661.61**
O&M Agreements Reimburseable Expenses			
Sunray Electrical Supply	1284114-1	7710 · Baldwin Expenses	**83.23**
Total Reimburseable Expenses			**83.23**

Pleasant Hills Authority
Revenue Fund – Monthly Bills Detail
February 2018

Name	Num	Split		Amount	
Expenses					
Treatment Plant Bill Total				**45,661.61**	
American Water	2 inv	7040 · Water		30.00	
ACCD - Clean Water Fund	Permit Mod	7570 · Annual Licenses / Permits			
Borough of Pleasant Hills Total	2018-01			67,367.58	
Cecere Properties	2018-02	7545 · Office Rental		550.00	
Columbia Gas	2018-01	7549.6 · Office Phone/Internet		115.26	
Comcast	2018-02	7549 · Telephone		180.43	
Commonwealth of PA - Pennvest	P 2018-03	9055 · PENNVEST Loan 2017 - Int		4,216.32	EFT
Dickie McCamey	10399350	7515 · Legal Fees		1,337.04	
Duquesne Light office	336127103965	7545 · Office Rental		26.58	
Gannett Fleming, Inc.	47497.15*50480	7510 · Consulting Engineers		400.00	
	47497.C*49946	7510 · Consulting Engineers		99.96	
	47497.H*49943	7510 · Consulting Engineers		250.32	
	47497.T*49944	7510 · Consulting Engineers		521.64	
Total Gannett Fleming, Inc.				1,271.92	
PA Clean Water Fund	WWTP Jan	7590 · Miscellaneous Expenses		1,000.00	
PA Clean Water Fund	LRPS Jan	7590 · Miscellaneous Expenses		1,000.00	
Credit Card - M.Majzer	Harbor Freight	7055 · Materials and Supplies		29.99	
	Home Depot	7055 · Materials and Supplies		28.74	
Credit Card - J. Crane	Google	7547 · Office Expense		5.35	
	postage	7547 · Office Expense		6.44	
	stamps	7547 · Office Expense		171.00	
Total Credit Card				241.52	
Sub-Total Expenses				**122,998.26**	
Payroll					
Jean L. Crane - Manager	6,180.00	Less Deductions:	1,651.60	4,528.40	
PMRS	February 2018	Retirement Account		494.40	
United States Treasury	February 2018	Federal Taxes, SS & Medicare		1,518.54	EFT
PA Dept of Revenue	February 2018	State Taxes		189.73	EFT
Sub-Total Payroll				**6,731.07**	
Total				**129,729.33**	

Actual Expenses Compared to Monthly Budget Amount



Pleasant Hills Authority
February 28, 2018

Bills Submitted for Approval of Payment from Capital Accounts:

		Approved	Fund	February	YTD	Total TD
COA Compliance						
Gannett Fleming, Inc.						
Inv 055254.A0*	COA WWTP Design	1,166,000		-	-	1,165,897.31
Inv 055254.B0*	COA WWTP Bid Phase	60,000		-	-	60,000.00
Inv 055254.C0*	Construction Support	15,000		-	-	14,471.52
Inv 47497.11*	Master Meter - Feasibility	5,000		-	-	4,681.96
Inv 63286.01*49948	Master Meter - Design	117,000	Cap Acct	511.56	5,107.99	12,683.81
Inv 047497.02*49947	COA Activities		Cap Acct	425.60	425.60	104,387.65
Subtotal Gannett Fleming, Inc.				937.16	5,533.59	1,362,122.25
KLH Engineers, Inc.						
Inv 52675	Management	275,000	PennVEST	9,500.00	19,000.00	76,000.00
Inv 52676	Observation	450,000	PennVEST	16,456.15	31,565.72	93,952.24

Bills Submitted for Approval of Payment from Capital Accounts:

		Approved	Fund	February	YTD	Total TD
Subtotal KLH Engineers, Inc.		725,000		25,956.15	50,565.72	169,952.24
Mele & Mele & Sons, Inc.	Pay Application #8	12,221,000	PennVEST	666,366.73	1,400,528.05	3,611,375.69
Guy's Mechanical Systems	Pay Application #	468,000		-	-	6,300.00
Right Electric, Inc.	Pay Application #6	2,924,292	PennVEST	19,881.00	156,996.00	318,321.00
Re-Imburse PHA	Interest	190,000	PennVEST	2,757.49	5,216.89	42,384.97
Expenses from Previous Years				-	-	968,232.44
Subtotal COA Compliance				**715,898.53**	**1,618,840.25**	**6,478,688.59**
Other Projects						
Digester #2 Lid Replacement & Repairs						
Gannett Fleming						
Design & Bid Spec. Prep	47497.14*49942		Cap Acct	504.56	4,088.71	42,570.15
Construction Support				-	-	-
Mele & Mele & Sons, Inc.				-	-	-
Subtotal Digester #2 Lid Replacement & Repairs		-		504.56	4,088.71	42,570.15
Streambank Remediation						
USACOE	PPA - 35%			-	-	322,200.00
Subtotal Other Engineering Projects				**504.56**	**4,088.71**	**364,770.15**
Total				**716,403.09**	**1,622,928.96**	**6,843,458.74**
		Req #				
Summary by Fund	Capital Account - Dollar		Cap Acct	1,441.72	9,622.30	
			PennVEST	714,961.37	1,613,306.66	4,148,333.90
	Total			**716,403.09**	**1,622,928.96**	

The Manager stated that on the WWTP bills, there is a section at the bottom to identify any expenses resulting from the O&M Agreements with Baldwin and Pleasant Hills. These amounts will be reimbursed from the appropriate municipality. The current bill is for fuses at the Baldwin tank. Mr. Bondi asked what happened that fuses were already blown. Mr. Majzer stated that the tank is at the end of the Duquesne Light run and the power is dirty. Baldwin is investigating putting in power stabilizers. The 7.5 amp fuses on the pump controllers were blown and it was not known until the control system called for the pumps to come on. Mr. Belcher asked if they are getting spikes on the line. Mr. Majzer stated that they metered the incoming power and they are getting surges where it gradually goes up to 10 amps and takes out the fuses and then recedes. This type of surge did not trip the surge protectors, because it was more gradual rather than a hard spike. Additionally, there was a problem because there was no way to have this condition flagged in the SCADA, so we did not know that this was the problem. Mr. Majzer stated that they are making changes to how the faults are signaled. Baldwin's Engineer is aware of the issue and investigating solutions. It was moved by Mr. Howley and seconded by Mr. O'Har that the bills be paid as presented. Motion carried.

The Solicitor reported that a package of Right-of-Way changes that will have to be completed as a result of the completion of the Baldwin EQ Tank project. Mr. Brown will work with the Manager and Baldwin's Solicitor to complete.

Mr. Dengler presented and read the Engineer's report as follows:

PLEASANT HILLS AUTHORITY
Engineering Report
February 28, 2018

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1. **Annual Chapter 94 Wasteload Management Report (047497.003)**
   a) We have begun work on preparing the draft for this year's Chapter 94 Report that is due at the end of March.

2. **Pretreatment Program (047497.009 & 010)**
   a) Plant effluent continues to be in compliance with the NPDES Permit and pollutants are below the USEPA Effluent Goals. A summary of the DMR sampling results are attached.
   b) During their review of last year's Industrial Pretreatment Annual Report, the EPA recommended the Authority create a list of dentists within the Authority's service area due to exceedances of mercury. We will continue to work with the Authority Manager on the development of this list.

3. **NPDES Permit Renewal (047497.017)**
   a) We received a copy of the Deficiency Letter issued by PaDEP relative to the effluent sampling results for Mercury and Benzidine in the NPDES renewal application. PaDEP has requested ten (10) additional samples for these pollutants. Re-sampling for mercury and benzidine has been complete and the sample results are below the requirements listed in the renewal application. The sampling results have been forwarded to PaDEP. To date, we have not received a response from PaDEP.

4. **Consent Order & Decree (047497.020)**
   a) The last Engineer's meeting was held on January 17, 2018. The next Engineer's Meeting is scheduled for April 18, 2018.

5. Lewis Run Interceptor Evaluation (047497.032)

a) The main issue of concern discovered during the recent television of the Lewis Run Interceptor is the condition of the cast iron interceptor crossing under Route 51 by east Bruceton Road.

c) We understand Pleasant Hills Borough has some concerns with the potential impacts of sewer construction on East Bruceton Road and we have a tentative meeting scheduled with Pleasant Hills Borough on March 15th to discuss the project in more detail.

6. Digester #2 Cover Replacement Project (047497.033)

a) We are in the process of obtaining the final documents from Mele & Mele and we anticipate being ready to execute contracts by the Authority Meeting. The Pre-Construction conference will be scheduled shortly thereafter, during which time the Notice to Proceed will be issued.

7. SSO Elimination Plan and Capital Additions (055254)

a) Construction:
- We have been responding to questions on the drawings as presented by KLH Engineers, the Construction Manager.

b) Emergency Power – Automatic Transfer Switch:
- Agreement with West Penn Power has been executed and the fee has been paid for the installation of the Automatic Transfer Switch.

9. Master Billing Meters Project (063286)

a) We have initiated the Preliminary Design Phase of this project. Tasks that have been performed during the last month include:
- We have been coordinating the surveying for this project and anticipate this task will be performed during March, weather permitting.
- We have been working with Ron Brown to develop letters of entry to be distributed to property owners adjacent to the easements where surveying will take place.

b) We have scheduled the following tasks over the next month:
- Perform Initial PA-One Call for Design.
- Begin surveying activities.
- Perform wetlands investigations for the meter sites.

c) A copy of the current Project Design Schedule is attached.

Respectfully submitted,

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ROBERT W. DENGLER II, P.E.

PLEASANT HILLS AUTHORITY
DMR SAMPLE RESULTS
Year 2017

Approved Local Limits 3/15 (mg/l)	3.21	0.0062	0.32	0.0061	Test
EPA Effluent Goals (mg/l)	0.0054	0.00005	0.0228	0.0006	Done By
PHA WWTP Sample Date	Cyanide mg/l	Mercury mg/l	Copper mg/l	Cadmium Mg/l	PACE
28-Feb-17	0.0018	0.0000008	0.01	0.00032	X
19-Apr-17	<0.0020	0.0000037	0.013	<0.00032	X
19-Jul-17	<0.0020	0.0000195	0.016	<0.00032	X
11-Oct-17	<0.0030	0.000101	0.016	<0.00032	X
27-Oct-17		0.0000237			

(Report from KLH Engineers provided for Authority review)

PLEASANT HILLS AUTHORITY
SSO ELIMINATION PROJECT PROGRESS REPORT
February 26, 2018

Contract One, General – Mele & Mele

1. The Headworks Building upper floor concrete has been poured. Concrete work is 90% complete. Below grade piping work to and from the building is under way.
2. The added Process Blower isolation pad in the main equipment building has been poured as have two smaller blower pads and an electrical equipment pad.
3. Chain and flight systems, launders, and weirs are being installed in Primary clarifiers #1 and #2.
4. The Channel Air System blower and control panels hav been mounted, the diffuser systems are being installed.
5. Grit Chamber #1 air supply and diffuser piping has been installed.
6. The UV Building wet weather valve vault has been installed.
7. 36" Stage 1 effluent and 24" wet weather yard piping work is ongoing and approximately 30% complete.
8. Demolition work on the new Administration building has begun.

Contract Two, Plumbing/ HVAC – Guys Mechanical

1. No work was performed from last reporting period.

Contract Three, Electrical – Right Electric

1. Installing conduit systems in the Headworks and Main Equipment buildings.
2. Performing available demolition work in the Blower Building, Administration building and Screw Pump Station.

Miscellaneous Items

1. KLH has committed to performing the additional design work as necessary to keep the project moving forward.

Project Completion based on billing: 28%
Project Completion based on schedule: Awaiting final schedule
Project billing based on field work: 20%

Respectfully submitted,

John C. Mowry, P.E.

Mr. Dengler stated that for the Wasteload Management Report (Item #1 on report), they are waiting on a couple of surveys from municipalities and then the draft can be completed for review by the Authority staff so that it can be submitted by the end of March as required.

Mr. Dengler reviewed the request from EPA to create a list of dentists in the service area as potential sources for the mercury (Item #2b on report). Mr. Howley asked if dentists are regulated in how their use of mercury. Mr. Dengler stated that they are. Mr. Bondi wondered if there was any potential from Bloom Engineering. The Manager stated that when the pretreatment program was starting, that Bloom Engineering disconnected their lab from our sewer system, so no industrial waste comes from that site. Our Engineer verified the disconnection at the time it was made. Mr. Dengler stated that other than dentists, there is no other industry that uses mercury.

Mr. Dengler reviewed the status of the project to replace the sewer line crossing Rt 51 near the East Bruceton intersection (Item #5b on report). Mr. Dengler stated that they are working with the state to verify that the grant money received can be used for this project. The original project was for lining of sewer pipes and this would be a replacement. Mr. Rodeheaver asked why the line could not be lined. Mr. Dengler stated that since the pipe is ductile iron, with the corrosion with growths extending into the pie, there is no way to get a smooth surface for the lining.

Mr. Dengler stated that for the Digester #2 Cover Replacement Project (Item #6 on report). For the OCP insurance, the insurance company wanted the Authority to sign a form confirming that the information is correct. Mr. Dengler stated that apparently some insurance companies want a signature and other's do not. The information has been corrected and the form is now signed. Mr. Bondi asked if Mr. Brown had reviewed the document. Mr. Brown stated that he did review it and deferred to the Engineer's experts.

Mr. Majzer asked Mr. Dengler about the design for the back-up generators. Mr. Majzer stated that there is some design work needed to incorporate the existing generators into the project at the treatment plant as a third line of defense. This third line of defense will handle flows up to 12.5 mgd in the event that both feeds from West Penn Power fail. The existing first stage generator will stay and power the first stage including the new headworks, but not the wet weather pump station. A new generator will need to be purchased for the second stage and UV building, since it will have to be outside and our existing generators are inside. A new 500 kva generator is around $70,000 and the two existing generators can be sold. There was some discussion about the generator. Mr. Howley stated that he thought it was a good idea to have the third line of defense. Mr. Dengler stated that the design work necessary to get the information to the contractor for the work could be completed for less than $10,000. It was moved by Mr. Rodeheaver and seconded by Mr. Stuncard to authorize Gannett Fleming, Inc. to do the design work necessary to incorporate the two generators into the project on a cost plus basis not to exceed $10,000. Motion carried.

Mr. Majzer reviewed the operations through 02/28/2018.

- For the project, Mr. Majzer and the Manager met with Rovisys to discuss the SCADA system design and changes. The gate order was verified.
- All information for the Wasteload Management report was provided to the Engineer.
- For the Master Meter Project, a meeting with Drnach was held to discuss data collection, retention and analysis options.
- Waiting on design documents for the Army Corps of Engineers and they are scheduled to go out for bid this fall. The Manager discussed the email sent from the ACOE about the increase in costs. The increase in costs are due to the followingfactors:
    - The primary increase to the project cost comes from changes around the existing gabion baskets. Instead of using grout bags to shore up the baskets, the baskets will be replaced with a block wall system, which is an increased cost.

- The original cost estimate assumed that there would be a Multi-Award Task Order Contract that could be used for this project. However, there will not be, so this project must be bid separately, which most likely will result in higher costs.

The total cost increase to the project is $297,000 of which $104,000 is the responsibility of the Authority. There was some discussion about the increase. Mr. Trimbath asked about the installation requirements for the block wall versus the gabion baskets and whether that would change the stream encroachment permit requirements. The Manager will discuss with the Army Corps of Engineers. It was moved by Mr. Howley and seconded by Mr. Stuncard to approve $104,000 in additional funds due the cost increase to the streambank rehabilitation project by the Army Corps of Engineers. Motion carried.

- Mr. Majzer is waiting on O&M Manuals for both the Baldwin and Pleasant Hills EQ Basins.
- Mr. Majzer has met several times with Cambria and Lennon Smith Engineers to work on resolving issues at both the Baldwin and Pleasant Hills EQ Tanks.
- Mr. Bergles has been on leave since 12/27/17 after back surgery. His anticipated return date is 3/27/18.
- There have been many large overflows in February. With Primary clarifiers #1 and #2 out of service for construction, only 7 mgd of flow can go through the first stage. With the heavy rainfall, there were 2 occasions where overflowing continued for 4 days straight at the plant. Lewis Run Pump Station overflowed on 2 occasions during February.

Mr. Trimbath reported as follows:

1) The Borough appreciates the Authority's willingness to address the Borough's concerns with the project to replace the sewer line across East Bruceton Road.
2) The Tassel Lane Pump Station project will be bid this year.
3) For the EQ Tank, Duquesne Light has finally placed the permanent power pole and the Borough is still working to get Comcast service connected.

The Manager stated that the cost to do the survey for the plant site is $6,000. Mr. Howley asked if there was a way to place markers at the corners of the property and not have to do this again. Mr. Dengler will investigate. It was moved to authorize the surveying of the WWTP Property at a cost of $6,000. Motion carried.

It was moved by Mr. Bondi and seconded by Mr. Belcher to adjourn the meeting. Motion carried.

Meeting adjourned at 7:55 p.m.

Respectfully submitted,

Jean L. Crane
Manager