South Park, PA
May 16, 2020

The regular monthly meeting of the Pleasant Hills Authority was called to order at 10:10 a.m., Vice-Chairman Bradley Rodeheaver presiding. (Meeting Minutes note: This meeting was convened by the Vice-Chairman at the Wastewater Treatment Plant with some members attending via conference call in response to the coronavirus pandemic.)

Members present:	Messrs. Howley, Nieman (arrived at 10:30 a.m.), Rodeheaver
Members present (via phone):	Messrs. Bondi, O'Har and Stuncard
Members absent:	Messrs. Belcher

Also present: Ronald J. Brown, Esq., representing the Authority Solicitor (via phone); Robert Dengler, P.E., representing the Authority Engineer; Jean Crane, Manager; Michael Majzer, Superintendent; and William Trimbath, representing Pleasant Hills Borough Council.

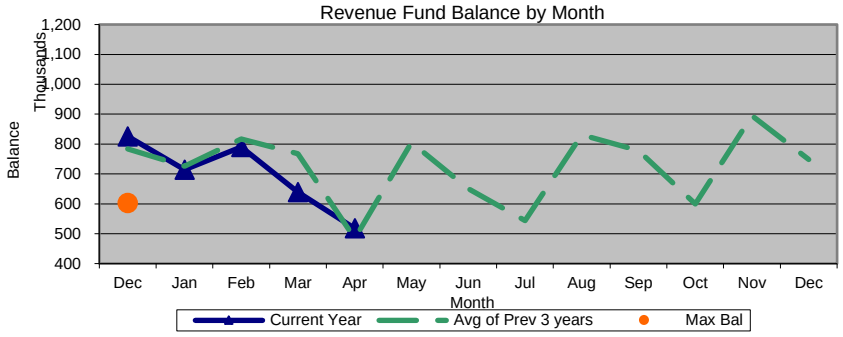
The minutes of the meeting of April 22, 2020 were considered. It was moved by Mr. Stuncard and seconded by Mr. Howley to approve the meeting minutes of April 22, 2020 as presented. Motion carried.

Financial Report – The report for April was reviewed. In April, the Capital Fund increased by $604,211 primarily due to receipt of service fees from contracting municipalities. The Debt Service Reserve account balance increased by $3 due to interest in April. Mr. Stuncard asked what the tapping fee was for. The Manager stated that a new office building is being built on Cochran Mill Road north of the railroad tracks on the right side of the road. The Manager stated that this development is unique in that PA American Water is refusing to provide water service since their line is encased on concrete in that area, so the development will be putting in a water tank. For billing purposes, they are willing to install a water meter so we can bill for sewage.

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

Pleasant Hills Authority
Revenue Fund
Month of April 2020

			April 2020
Dollar Bank	Previous Month	$	250,000.00
Less outstanding checks and Electronic Fund Transfers			156,989.17
Actual Cash Balance	Previous Month	$	93,010.83
DEPOSITS:			
Transfers from Sweep Accounts		201,621.29	
Transfer from Capital Fund	Capital bills	34,274.83	
	Service Fees - Contracting Mun	-	
	Service Fees - Contract Customer	-	
Transfer from PennVEST		-	
Other	EQ O&M 1st Qtr, Lab, Comcast	3,735.91	
TOTAL DEPOSITS		$	239,632.03
DISBURSEMENTS:			
O&M Vouchers		122,591.51	
Electronic Fund Transfers		2,141.40	
Capital Vouchers		34,274.83	
Transfers to Sweep Accounts		-	
Other		-	
TOTAL DISBURSEMENTS		$	159,007.74
ACTUAL CASH BALANCE	Current Month		**173,635.12**
Add Outstanding Checks and Electronic Fund Transfers			76,364.88
Dollar Bank Balance	Current Month	$	**250,000.00**
REVENUE FUND INVESTMENTS			
Dollar Bank Sweep Account - Principal			343,709.63
Dollar Bank Sweep Account - Accrued Interest		33.70	411.60
TOTAL REVENUE FUND INVESTMENTS			**344,121.23**
TOTAL REVENUE FUND BALANCE (Actual Cash Bal. + Total Invest.)			517,756.35



Pleasant Hills Authority
Pennvest Account
Month of April 2020

			April 2020
Bank BALANCE	Starting balance	$	54,102.48
Less outstanding checks			14,922.26
Actual Cash Balance	Previous Month	$	39,180.22
DEPOSITS:			
PENNVEST ACH	Disbursement	-	
From Capital Account	For Interest Payment	18,738.50	
Other		-	18,738.50
TOTAL CASH BALANCE AND DEPOSITS		$	57,918.72
DISBURSEMENTS:			
Checks		92,493.85	
PHA Reimbursement	Interest	-	
PENNVEST ACH	Interest	18,715.42	
Other			
TOTAL DISBURSEMENTS		$	111,209.27
ACTUAL CASH BALANCE	Current Month		**(53,290.55)**
Add Outstanding Checks			92,493.85
Bank BALANCE	Current Month	$	**39,203.30**

Status of Loan and Disbursements

PENNVEST Loan Amount			17,474,300.00
2017 Disbursements	6 Pay Requests	2,535,027.24	
2018 Disbursements	12 Pay Requests	9,499,826.69	
2019 Disbursements	12 Pay Requests	3,845,690.26	
2020 Disbursements	Pay Request #31 (Jan)	296,265.36	
	Pay Request #32 (Feb)	35,387.06	
	Pay Request # (Mar)	-	
	Pay Request #33 (Apr)	92,493.85	
Total Disbursements			**16,304,690.46**
			93.31%
Remaining Balance	(Loan Amount less Disbursements)		**1,169,609.54**

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 May were submitted as follows:

Pleasant Hills Authority
WWTP – Month
May 2020

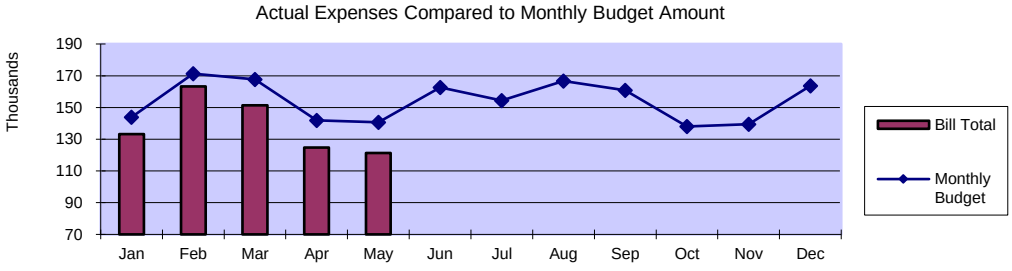
Name	Num	Account	Amount
Utilities - Monthly			
Electricity			
West Penn Power WWTP	2020-04	7020 · Electric - Treatment Plant	13,674.09
Duquesne Light LRPS	2020-04	7025 · Electric - Pump Stations	5,363.13
Duquesne Light SDPS	2020-05	7025 · Electric - Pump Stations	386.74
Natural Gas			
Peoples Gas	2020-05	7030 · Gas	738.52
UGI Energy	2020-05	7030 · Gas	0.00
Phone			
Comcast	2020-05	7549 · Telephone	314.58
AT&T Mobility	2020-05	7549 · Telephone	138.84
Water			
PA Am Water FIRE	2020-04	7040 · Water	99.64
PA Am Water LRPS	2020-05	7040 · Water	569.93
PA American Water SDPS	2020-05	7040 · Water	16.01
PA American Water WWTP	2020-05	7040 · Water	198.37
Total Utilities			**21,499.85**

South Park, PA
May 16, 2020

Name	Num	Account	Amount
Bills - Monthly			
Aqua Filter Fresh	0352721	-SPLIT-	59.30
Cintas	4 inv	7070 · Personnel Uniform Service	713.60
Daniel's	2020-04	7055 · Materials and Supplies	16.98
PA One Call	857760	7047 · PA-One Call Charges	63.22
Waste Management-Garbage	2152089-0067-4	7080 · Sludge / Garbage Disposal	147.65
Waste Management-Sludge	2185898-0067-9	7080 · Sludge / Garbage Disposal	5,102.07
WEX	65221591	7065 · Automotive Expenses	120.35
Bills - Miscellaneous			
Batteries Plus	P27006290 Lab Renewal	7055 · Materials and Supplies	98.95
Commonwealth of PA	App	7570 · Annual Licenses / Permits	1,550.00
Fayette Parts Svc	613337	7065 · Automotive Expenses	12.36
Fire Fighter Sales & Service	P100110584	7055 · Materials and Supplies	929.50
Konecranes	154298033	7045 · Maintenance / Support Contracts	595.00
Krohne	S01 / 98798	7060 · Maintenance - Mach. & Equip.	1,084.86
Pace Analytical	2 inv	-SPLIT-	642.00
Pace Analytical	2030240709	7075 · Laboratory Equipment Exp	176.00
Pro-Am Safety	3 inv	7055 · Materials and Supplies	274.35
Sherwin Williams	2015-4	7055 · Materials and Supplies	45.95
Steel City Mower	54410	7055 · Materials and Supplies	17.03
Sunray Elec Supply	1333895-1	7055 · Materials and Supplies	29.04
T&R Automotive	7963	7065 · Automotive Expenses	25.63
Thomas Fastening Sys	11159823	7060 · Maintenance - Mach. & Equip.	52.92
Univar	PT099007	7050 · Chemicals	770.00
Univar	PT100007	7050 · Chemicals	770.00
USA Bluebook	219852	7075 · Laboratory Equipment Exp	296.12
USA Bluebook	2 inv	7075 · Laboratory Equipment Exp	315.86
Walker Process Equip	INV019468	7060 · Maintenance - Mach. & Equip.	894.40
WB Mason	4 inv	-SPLIT-	250.90
WB Mason	210504760	7547 · Office Expense	24.99
Total Treatment Plant Bills			**36,578.88**

Pleasant Hills Authority
Revenue Fund – Monthly Bills Detail
May 2020

Name	Num	Split	Amount	
Expenses				
Treatment Plant Bill Total			**36,578.88**	
Allegheny Valley RR	Permit fees MM Proj	7570 · Annual Licenses / Permits	2,500.00	
American Water	4000191421	7040 · Water	15.00	
Borough of Pleasant Hills Total	2020-04		71,396.51	
Commonwealth of PA - Dept of State	Filing Fees	7590 · Miscellaneous Expenses	70.00	
Data Blueprints	4852	7570 · Annual Licenses/Permits	324.90	
Dickie McCamey	10524081	7515 · Legal Fees	2,285.70	
Gannett Fleming, Inc.	66828.09*95095	7510 · Consulting Engineers	400.00	
	66828.01*95089	7510 · Consulting Engineers	72.24	
	66828.02*95090	7510 · Consulting Engineers	1,090.32	
	66828.04*95091	7510 · Consulting Engineers	72.24	
	66828.05*95092	7510 · Consulting Engineers	185.08	
	66828.07*95093	7510 · Consulting Engineers	225.68	
Total Gannett Fleming, Inc.			2,045.56	
PA Clean Water Fund	WWTP April 2020	8020 · EPA/DEP Fines & Assessment	1,000.00	
Credit Card - M.Majzer	Sam's Club	7055 · Materials and Supplies	6.98	
	Harbor Freight	7590 · Miscellaneous Expenses	17.10	
Credit Card - J. Crane	Sam's Club - Ann Fee	7567 · Memberships and Education	45.00	
	Amazon - UPS Batt	7055 · Materials and Supplies	312.96	
	UPS Store - notary	7547 · Office Expense	30.00	
	Google	7547 · Office Expense	6.42	
Total Credit Card			418.46	
Sub-Total Expenses			**116,635.01**	
Payroll				
Jean L. Crane - Manager	6,540.00	Less Deductions: 2,080.45	4,459.55	
PMRS	May 2020	Retirement Account	555.90	
United States Treasury	May 2020	Federal Taxes, SS & Medicare	1,940.62	EFT
PA Dept of Revenue	May 2020	State Taxes	200.78	EFT
Sub-Total Payroll			**7,156.85**	
Total			**123,791.86**	



Pleasant Hills Authority
May 16, 2020

Bills Submitted for Approval of Payment from Capital Accounts:

		Approved	Fund	May	YTD	Total TD
COA Compliance						
Gannett Fleming, Inc.						
Previous Years	Design, Bidding, MM Feas.	1,245,000		-	-	1,237,398.81
Inv 055254.C0*95086	Construction Support	17,000	Cap Acct	319.76	4,503.12	28,050.58
Inv 63286.01*95087	Master Meter - Design	117,000	Cap Acct	2,840.04	11,804.14	96,749.66
Inv 63286.02*95088	Master Meter - Rights of Way		Cap Acct	2,453.44	6,696.28	16,266.91
Inv 63286.02*95088	Master Meter - Permits/Invst		Cap Acct	230.16	1,220.80	30,300.38
Inv 047497.02*95094	COA Activities		Cap Acct	112.84	339.64	106,722.21
Subtotal Gannett Fleming, Inc.				5,956.24	24,563.98	1,515,488.55
KLH Engineers, Inc.						
Inv 61125	Management	275,000	Cap Acct	5,325.00	46,508.34	337,152.18
Inv 61126	Observation	450,000	Cap Acct	13,749.19	74,245.06	500,460.41
Inv	Flood Damage Evaluation	12,000		-	-	6,753.71
Subtotal KLH Engineers, Inc.		725,000		19,074.19	120,753.40	844,366.30
Mele & Mele & Sons, Inc.	Pay Application #31			-	380,618.40	11,841,977.00
	Final Clarifiers Stainless	52,621		-	-	52,621.00
Guy's Mechanical Systems	Pay Application #	512,202		-	14,922.26	426,089.88
Right Electric, Inc.	Pay Application #27	3,222,731	PennVEST	20,464.80	20,464.80	3,086,653.32
Tri-State Office Equipment				-	10,720.00	10,720.00
Auma Actuators	6280537			-	7,853.54	7,853.54
Robinson Pipe Cleaning	Master Meters - Inv 48395			-	1,540.00	1,540.00
DAS Group, Inc.	Stage 2 PS meters (7157)			-	17,251.09	17,251.09
Re-Imburse PHA	Interest	190,000		-	-	224,970.26
Commwlth of PA - Pennvest	Payment		CA-PV Pay	86,416.38	160,624.66	263,142.23
Expenses from Previous Years				-	-	1,093,980.37
Subtotal COA Compliance				**131,911.61**	**759,312.13**	**19,386,653.54**
Other Projects						
Digester #2 Lid Replacement & Repairs						
Gannett Fleming						
Design & Bid Spec. Prep	47497.14*			-	785.84	56,840.93
KLH - Const Obs	Inv #			-	-	13,606.00
Mele & Mele & Sons, Inc.	Pay App #8	694,413		-	34,200.00	606,971.70
Subtotal Digester #2 Lid Replacement & Repairs		694,413		-	34,985.84	677,418.63
Digester #1 Lid Replacement & Repairs						
Gannett Fleming	47497.19*95085		Cap Acct	306.88	2,896.40	16,504.78
KLH Engineers (Obs)	61127		Cap Acct	1,424.50	1,424.50	1,424.50
Mele & Mele & Sons, Inc.	Pay App #1	930,800	Cap Acct	56,250.00	56,250.00	56,250.00
Subtotal Digester #2 Lid Replacement & Repairs		930,800		57,981.38	60,570.90	74,179.28
Lewis Run Interceptor Sewer Line Replacement						
Gannett Fleming						
Evaluation	47497.13*			-	-	1,105.78
PA Small Project Grant				-	-	413.28
Route 51 Survey	47497.13*			-	-	1,876.80
Design	47497.17*95084		Cap Acct	249.20	370.60	14,666.26
Contractor				-	-	-
Subtotal Digester #2 Lid Replacement & Repairs		-		249.20	370.60	18,062.12
Streambank Remediation						
USACOE	PPA - 35%			-	68,821.58	670,021.58
Gateway Engineers	baoundary survey WWTP	10,500		-	-	10,500.00
Subtotal Other Engineering Projects				**58,230.58**	**164,748.92**	**1,450,181.61**
Total				**190,142.19**	**924,061.05**	**20,836,835.15**
		Req #				
Summary by Fund	Capital Account --> Rev Fund		Cap Acct	83,261.01	339,290.12	
	Capital Account --> Pennvest		CA-PV Pay	86,416.38	160,624.66	
	Distribution from Pennvest		PennVEST	20,464.80	424,146.27	16,304,690.46
	Total			**190,142.19**	**924,061.05**	

The Manager noted that the interest only period for the Pennvest loan is over and all payments for the future will include both principal and interest. It was moved by Mr. Howley and seconded by Mr. O'Har to pay the bills as presented. Motion carried.

The Solicitor reported on the following:

(1) The Articles of Incorporation to replace a representative from Pleasant Hills with a representative from South Park have been filed with the Commonwealth of PA. Mr. Brown stated that the new representative will be appointed by the Township of South Park. Mr. Brown stated that as a courtesy it should be communicated to Pleasant Hills Council who the representative from South Park will be.

(2) Mr. Brown is working with the Engineer regarding the circumstances regarding access for the Master Meter Project to determine what is required for construction and access easements.

(3) Mr. Brown had a conference call with the Authority Manager and the Engineer and Solicitor from Baldwin to finalize the assignment of easements and assets between the Authority and the Borough of Baldwin resulting from the Colewood Drive EQ Basin Project.

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

PLEASANT HILLS AUTHORITY
Engineering Report
May 16, 2020

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1. **Operations Assistance (066828.002)**
   a) We have been working with the Plant Superintendent on finalizing our review and recommendation relative to operations at the WWTP.
   b) We are looking into the feasibility of installing Automatic Transfer Switches for the plant emergency power generators. We have also initiated discussions with West Penn Power relative to the cause of the recent power losses on both power feeds to the plant.

2. **Pretreatment Program (066828.004)**
   a) A summary of the most recent DMR sampling results is attached.

3. **GIS Mapping (066828.006)**
   a) We are in the process of updating the Authority's GIS Mapping to include the new EQ Tank and the sewer changes that were made as part of the Baldwin Wet Weather Project. All the requested GIS information has been received from Baldwin Borough.

4. **NPDES Permit Renewal (066828.007)**
   a) The re-issued NPDES permit requires a reevaluation of the local limits based on a headworks analysis of the treatment plant within one (1) year.
   b) We have received all of the approved pre-treatment ordinances from the municipalities and have sent them, along with the Authority's resolution to the USEPA for them to initiate the 30-day comment period on the updated local limits.

5. **Consent Order & Decree (066828.008)**
   a) The last Engineer's meeting was held on January 15, 2020. The next Engineer's Meeting is scheduled for July 15, 2020.

6. **Lewis Run Interceptor Route 51 Crossing Project (047497.035)**
   a) The temporary construction easement has been executed by the owner of the Med Express property. We are in the process of obtaining the necessary easement from the BP/7-11 and Autozone properties.
   b) We have submitted a request to the Commonwealth Financing Authority for an extension on the grant due to the delay in obtaining the necessary easements for the project.

7. **Digester #2 Cover Replacement Project (047497.033)**
   a) The project is complete, with the exception of the replacement of the Digester Building roof that will occur after the new lid is installed on Digester #1.

8. **Digester #1 Cover Replacement Project (047497.036)**
   a) The Contractor is in the process of demolishing and removing the existing lid.
   b) The components of the new lid have been delivered to the WWTP.
   c) GF has assigned a Construction Inspector to monitor the construction progress on a part-time basis.

9. **Master Billing Meters Project (063286)**
   a) The GP-11 permit for modification of an existing water obstruction (interceptor line) for Meter Site #2 is on hold until the railroad permit for this site can be obtained.
   b) An updated permit application has been submitted to Carload Express/Allegheny Valley Railroad for the Meter Sites #2 and #3.
   c) We have been working with the Authority Solicitor to determine if additional sewer easements are required to construct the meter sites.
   d) 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 2020

Approved Local Limits 11/19 (mg/l)	6.4	0.0062	N/A	0.54	Test
EPA Effluent Goals (mg/l)	0.0054	0.00005	0.0184	0.0006	Done By
PHA WWTP Sample Date	Cyanide mg/l	Mercury mg/l	Copper mg/l	Cadmium Mg/l	PACE
8-Jan-20	<0.0046	0.0000093	0.0087	<0.00034	X
12-Feb-20		0.0000078			X
9-Mar-20		0.0000069			X
9-Apr-20	0.0049	0.0000038	0.0095	<0.00034	X

Mr. Dengler reviewed the Digester #1 Cover Replacement Project (Item #8 on report). Mr. Dengler stated that there will be a meeting with the painting contractor scheduled soon to review the process and procedures that will be used.

Mr. Dengler reviewed the Master Billing Meter Project (Item #9 on report). Mr. Dengler stated that updated permit applications for the Master Meter locations #2 and #3 have been submitted to Carload Express along with the specified fee. Originally, at the direction of the real estate representative, the original CSX application was sent to them. However, since we have not received any feedback, it was determined that an official permit application with the fee would be harder for them to ignore.

The Manager stated that there are two change orders that need to be approved to finalize the WWTP SSO Elimination and Capital Improvement Project. It was moved by Mr. Stuncard and seconded by Mr. Bondi to approve Change Order No. 11 in the amount of $31,865.19 to Right Electric, Inc. for Contract 3 of the WWTP SSO Elimination and Capital Improvement Project. Motion carried. It was moved by Mr. Howley and seconded by Mr. Nieman to approve Change Order No. 7 in the amount of $70,859.08 to Mele & Mele & Sons, Inc. for Contract 1 of the WWTP SSO Elimination and Capital Improvement Project. Motion carried.

Mr. Majzer reviewed the operations through 5/16/2020.

- All flow is currently going through both stages as designed. The total flow into the plant is currently restricted to 9.0 mgd and will be adjusted to the full 12 mgd when a rain event occurs so the Headworks gate position can be set. After the flow to the Headworks is set to 12 mgd, then the gate to the Wet Weather Pump Station can be programmed and tested.
- Duperon installed new springs on the compactor screen and two new pressure transducers on rake #1. We will monitor the operation to see if those changes fix the problems.
- For Right Electric, GE was here working on the VFD's for the 2nd Stage Blowers. #3 VFD is not working properly and we are waiting on a response from GE.
- #2 RAS pump has been repaired and installed. It was under warranty.
- Aspen Construction started on the project 3/16/2020. We are investigating entering into a separate contract with Aspen to extend the wall to the bridge for the section by the new headworks building. The current project has the wall stopping about 35 feet prior to the bridge due to property line issues. The Manager stated that there are Authority easements in that area. Mr. Brown stated that there are two issues: access to the area and a separate contract with the contractor for the work. Mr. Brown stated that we can probably use the governor's declaration of an emergency to waive competitive bidding for the work. Mr. Brown stated that a motion is needed to allow entering into a contract for this work. Mr. Nieman stated that the entire cost of this extension would be on the Authority. Mr. Dengler stated that when the interceptor line was relocated, the Authority had an easement for the original line location, which was at the bridge. Mr. Dengler asked if that easement had ever been vacated. Mr. Majzer stated that he did not think it had been. Mr. Brown asked Mr. Dengler to send him the information on that easement. There was some discussion about easements. Mr. Brown stated if we have an easement, we can support our entry by stating that it is necessary to protect our infrastructure. It was moved by Mr. Howley and seconded by Mr. Stuncard to authorize the Authority to enter into a streambank stabilization contract with Aspen Construction Co. subject to confirming the Authority's right of access and waiving of competitive bidding for this contract given the Governor's emergency declaration. Motion carried. Mr. Brown stated that we will need a condensed contract to sign that has the primary contract elements for our protection. The Manager stated that she has contacted the Army Corps of Engineers to discuss the project with them, so they are aware of it.
- For the screw press, we are having problems getting to the guarantee value, since we cannot provide fully digested sludge with one digester down. For the performance guarantee, we must provide sludge that has at least 2% solids and the sludge is less than that now. Mr. Majzer asked Mr. Dengler about some sort of delay for the performance guarantee. Mr. Dengler said he will work with Mr. Majzer on that.
- Operations returned to normal on May 11, 2020 from the coronavirus. Everyone is back to work, however daily disinfection of surfaces and practices to maintain distancing requirements during breaks, etc. are in place.

South Park, PA
May 16, 2020

- Tassel Lane Pump Station construction is in process.
- The Manager and Mr. Majzer are investigating options for different gate access and control system. The current system is outdated and cannot be upgraded to include access from the new office building.
- The second Comcast account for the old generator building has been cancelled since it is no longer necessary now that there is a fiber optic network installed in the plant with the project. Annual savings is about $1,200.

Mr. Trimbath reported as follows:

1) The Borough is back to full operation, however the fields are still not open. Summer recreation has been cancelled along with all of the summer hires. A decision has not yet been made regarding Community Day.
2) Mr. Howley asked when garbage collection will return to normal. Mr. Trimbath stated that the change in garbage collection was driven by changes that Waste Management instituted with very little notice.
3) Mr. Trimbath stated that they have received notification from the Allegheny County Election Board that all of the polling locations in the Borough will be consolidated into one location for the primary in June due to the higher request for mail-in ballots and expected lighter than normal turnout for the election. It has not been decided what the procedure will be for the November election yet.

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

Meeting adjourned at 11:03 a.m.

Respectfully submitted,

Jean L. Crane
Manager