South Park, PA
June 24, 2020

The regular monthly meeting of the Pleasant Hills Authority was called to order at 7:00 p.m., Chairman Richard G. Nieman presiding. (Meeting Minutes note: This meeting was convened by the Chairman at the Wastewater Treatment Plant with some members attending via conference call in response to the coronavirus pandemic.)

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

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.

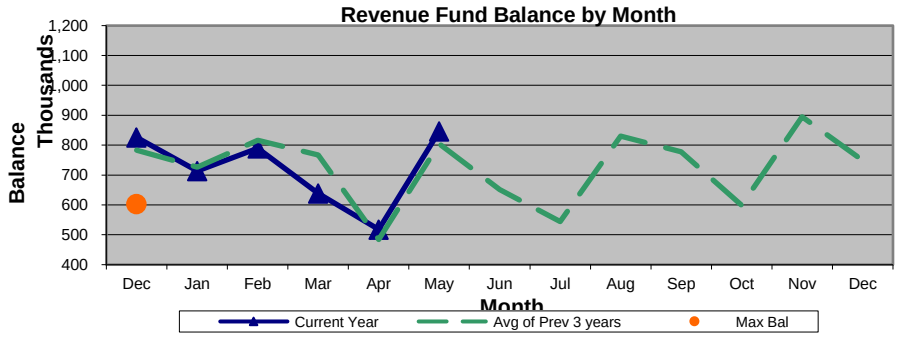
The minutes of the meeting of May 16, 2020 were considered. It was moved by Mr. Howley and seconded by Mr. Bondi to approve the meeting minutes of May 16, 2020 as presented. Motion carried.

Financial Report – The report for May was reviewed. In May, the Capital Fund decreased by $454,402 primarily due to transfer of quarterly O&M to the Revenue Fund. The Debt Service Reserve account balance increased by $3 due to interest in May.

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

Pleasant Hills Authority
Revenue Fund
Month of May 2020

			May 2020
Dollar Bank	Previous Month	$	250,000.00
Less outstanding checks and Electronic Fund Transfers			76,364.88
Actual Cash Balance	Previous Month	$	173,635.12
DEPOSITS:			
Transfers from Sweep Accounts		-	
Transfer from Capital Fund	Capital bills	83,261.01	
	Service Fees - Contracting Mun	452,134.61	
	Service Fees - Contract Customer	-	
Transfer from PennVEST		-	
Other	Reimb.	17.10	
TOTAL DEPOSITS		$	535,412.72
DISBURSEMENTS:			
O&M Vouchers		121,650.46	
Electronic Fund Transfers		2,141.40	
Capital Vouchers		83,261.01	
Transfers to Sweep Accounts		320,306.11	
Other		-	
TOTAL DISBURSEMENTS		$	527,358.98
ACTUAL CASH BALANCE	Current Month		**181,688.86**
Add Outstanding Checks and Electronic Fund Transfers			68,311.14
Dollar Bank Balance	Current Month	$	**250,000.00**
REVENUE FUND INVESTMENTS			
Dollar Bank Sweep Account - Principal			664,015.74
Dollar Bank Sweep Account - Accrued Interest		55.26	466.86
TOTAL REVENUE FUND INVESTMENTS			**664,482.60**
TOTAL REVENUE FUND BALANCE (Actual Cash Bal. + Total Invest.)			846,171.46



South Park, PA
June 24, 2020

Pleasant Hills Authority
Pennvest Account
Month of May 2020

			May 2020
Bank BALANCE	Starting balance	$	39,203.30
Less outstanding checks			92,493.85
Actual Cash Balance	Previous Month	$	(53,290.55)
DEPOSITS:			
PENNVEST ACH	Disbursement	92,493.85	
From Capital Account	For Interest Payment	86,416.48	
Other		-	178,910.33
TOTAL CASH BALANCE AND DEPOSITS		$	125,619.78
DISBURSEMENTS:			
Checks		20,464.80	
PHA Reimbursement	Interest	-	
PENNVEST ACH	Interest	18,738.60	
Other			
TOTAL DISBURSEMENTS		$	39,203.40
ACTUAL CASH BALANCE	Current Month		**86,416.38**
Add Outstanding Checks			-
Bank BALANCE	Current Month	$	**86,416.38**

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	
	Pay Request # (May)	-	
	Pay Request #34 (Jun)	-	
	Pay Request # (Jul)	295,894.54	
Total Disbursements			**16,600,585.00**
			95.00%
Remaining Balance	(Loan Amount less Disbursements)		**873,715.00**

The Manager stated that with the Pennvest disbursement in July, we have hit the limit of what Pennvest will disburse until the final payments. Pennvest holds back 5% of the total. Once the punchlists are complete for all the contractors, then final completion certificates can be provided. After the final completion certificates are done, then the final payment requests can be submitted to Pennvest. KLH Engineers has already contacted the PADEP to get the final inspections moving, which is necessary prior to Pennvest approving the final payments. It was moved by Mr. Howley and seconded by Mr. O'Har that the Treasurer's report be accepted and placed on file. Motion carried.

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

Pleasant Hills Authority
WWTP – Month
June 2020

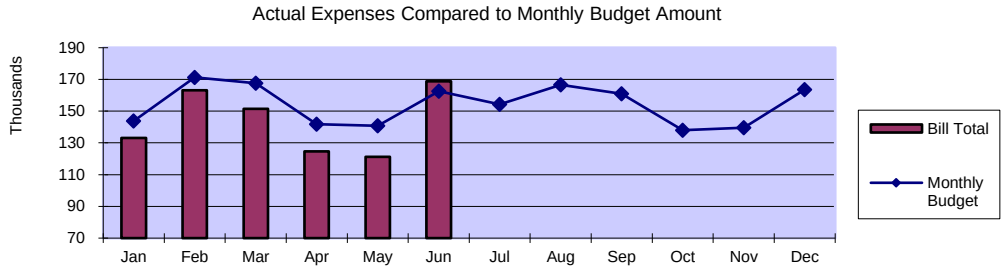
Name	Num	Account	Amount
Utilities - Monthly			
Electricity			
West Penn Power WWTP	2020-05	7020 · Electric - Treatment Plant	14,465.89
Duquesne Light LRPS	2020-05	7025 · Electric - Pump Stations	4,604.47
Duquesne Light SDPS	2020-06	7025 · Electric - Pump Stations	251.02
Natural Gas			
Peoples Gas	2020-06	7030 · Gas	497.12
UGI Energy	G4607072	7030 · Gas	533.01
Phone			
Comcast	2020-06	7549 · Telephone	300.41
AT&T Mobility		7549 · Telephone	138.84
Water			
PA Am Water FIRE	2020-05	7040 · Water	99.64
PA Am Water LRPS		7040 · Water	341.85
PA American Water SDPS	2020-06	7040 · Water	16.01
PA American Water WWTP	2020-06	7040 · Water	234.14
Total Utilities			**21,482.40**
Bills - Monthly			
Aqua Filter Fresh	0390881	-SPLIT-	90.30
Cintas	5 inv	7070 · Personnel Uniform Service	892.00
Daniel's	2020-05	7055 · Materials and Supplies	24.03
PA One Call	861426	7047 · PA-One Call Charges	89.00
Waste Management-Garbage	2191331-0067-3	7080 · Sludge / Garbage Disposal	147.65
Waste Management-Sludge	2225156-0067-4	7080 · Sludge / Garbage Disposal	5,412.72
WEX	65779135	7065 · Automotive Expenses	120.21

Name	Num	Account	Amount
Bills - Miscellaneous			
Advance Auto Parts	2 inv	7065 · Automotive Expenses	188.17
Advance Auto Parts	6061928859884	7065 · Automotive Expenses	7.99
Area 31 Golf Carts	Office cart	7060 · Maintenance - Mach. & Equip.	4,154.00
Barrier Protection	Gate Access Cntrl	7060 · Maintenance - Mach. & Equip.	4,479.38
Barrier Protection	Gate Access Cntrl	7060 · Maintenance - Mach. & Equip.	4,479.37
Cox Piping Supply	BP-I-108077	7060 · Maintenance - Mach. & Equip.	213.00
Enviroscience	502706	7075 · Laboratory Equipment Exp	1,805.00
Fayette Parts Svc	2 inv	7065 · Automotive Expenses	114.23
Fisher Scientific	9373379	7075 · Laboratory Equipment Exp	99.49
Guy's Mechanical Systems	2020SC	7060 · Maintenance - Mach. & Equip.	4,592.75
Insight Pipe Contracting LLC	10041	7060 · Maintenance - Mach. & Equip.	2,847.50
Lowes	909331	7060 · Maintenance - Mach. & Equip.	692.78
Pace Analytical	2030242147	7075 · Laboratory Equipment Exp	312.00
Pro-Am Safety	73976	7055 · Materials and Supplies	98.03
Pro-Am Safety	74331	7055 · Materials and Supplies	174.84
Safety-Kleen	83352423	7055 · Materials and Supplies	275.74
Shiloh Service	1096414-IN	7547 · Office Expense	510.00
Sunray Elec Supply	1335736-1	7055 · Materials and Supplies	29.66
Taylor Rental	1-302593-02	7060 · Maintenance - Mach. & Equip.	65.48
United Industrial	RDRI-17112	7060 · Maintenance - Mach. & Equip.	1,415.28
Univar	PT101049	7050 · Chemicals	770.00
USA Bluebook	243102	7060 · Maintenance - Mach. & Equip.	3,090.29
USA Bluebook	261874	7060 · Maintenance - Mach. & Equip.	206.77
WB Mason	4 inv	-SPLIT-	180.00
Total Treatment Plant Bills			**59,060.06**
O&M Agreements Reimburseable Expenses			
Cummins Sales and Service	T8-49613	7750 · Pleasant Hills Expenses	**524.85**
RAM Industrial	70-165757	7750 · Pleasant Hills Expenses	**1,320.00**
Cummins Sales and Service	T8-49907	7710 · Baldwin Expenses	**881.18**
Total Reimburseable Expenses			**2,726.03**

Pleasant Hills Authority
Revenue Fund – Monthly Bills Detail
June 2020

Name	Num	Split	Amount	
Expenses				
Treatment Plant Bill Total			**59,060.06**	
American Water	4000192897	7040 · Water	15.00	
Borough of Pleasant Hills Total	2020-05		70,379.29	
Cusumano	194768	7555 · Insurance	17,461.00	
Dickie McCamey	10528379	7515 · Legal Fees	3,113.00	
Gannett Fleming, Inc.	66828.09*96964	7510 · Consulting Engineers	400.00	
	66828.02*96959	7510 · Consulting Engineers	153.44	
	66828.04*96960	7510 · Consulting Engineers	72.24	
	66828.05*96961	7510 · Consulting Engineers	72.24	
	66828.06*96962	7510 · Consulting Engineers	980.28	
	66828.07*96963	7510 · Consulting Engineers	352.24	
Total Gannett Fleming, Inc.			2,030.44	
PA Dept of State	Chg Address fee	7590 · Miscellaneous Expenses	70.00	
Credit Card - M.Majzer	UPS Store	7547 · Office Expense	19.30	
	Mike Majzer	7590 · Miscellaneous Expenses	48.35	
	Sam's Club	7055 · Materials and Supplies	174.45	
	Harbor Freight	7055 · Materials and Supplies	17.10	
	Home Depot	7055 · Materials and Supplies	171.61	
	PWEA Conf Cancelled	7567 · Memberships and Education	-450.00	
Credit Card - J. Crane	UPS Store	7547 · Office Expense	32.51	
	Dunkin Donuts -Mtg	7590 · Miscellaneous Expenses	27.10	
	Google	7547 · Office Expense	6.42	
	Amazon Admin Bldg	7547 · Office Expense	852.96	
	Amazon parts	7055 · Materials and Supplies	87.1	
Total Credit Card			986.90	
Sub-Total Expenses			**153,115.69**	
Payroll				
Jean L. Crane - Manager	6,540.00	Less Deductions: 2,080.46	4,459.54	
Richard G. Nieman - Board Member	300.00	Less Deductions: 65.16	234.84	
John J. Howley III - Board Member	300.00	Less Deductions: 78.16	221.84	
Douglas O'Har - Board Member	300.00	Less Deductions: 300.00	0.00	
James D. Stuncard - Board Member	300.00	Less Deductions: 65.16	234.84	
Patrick J. Bondi - Board Member	300.00	Less Deductions: 65.16	234.84	
Bradley Rodeheaver- Board Member	300.00	Less Deductions: 65.16	234.84	
Trustee Insurance Fund	6 month	Health Insurance	6,266.22	
Trustee Insurance Fund	6 month	Dental Insurance	215.58	
PMRS	June 2020	Retirement Account	555.90	
United States Treasury	June 2020	Federal Taxes, SS & Medicare	2,630.86	EFT
PA Dept of Revenue	June 2020	State Taxes	256.04	EFT
PA - Unemployment Compensation	2nd Quarter	Unemployment	12.85	EFT
Jordan Tax Service	2nd Quarter	Local Income Taxes	214.20	EFT
HAB-LST	2nd Quarter	Local Service Tax	26.00	EFT
Sub-Total Payroll			**15,798.39**	
Total			**168,914.08**	

South Park, PA
June 24, 2020



Pleasant Hills Authority

June 24, 2020

Bills Submitted for Approval of Payment from Capital Accounts:

		Approved	Fund	June	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		-	4,503.12	28,050.58
Inv 63286.01*96953	Master Meter - Design	117,000	Cap Acct	306.88	12,111.02	97,056.54
Inv 63286.02*96954	Master Meter - Rights of Way		Cap Acct	1,191.68	7,887.96	17,458.59
Inv 63286.02*96954	Master Meter - Permits/Invst		Cap Acct	939.12	2,159.92	31,239.50
Inv 047497.02*	COA Activities			-	339.64	106,722.21
Subtotal Gannett Fleming, Inc.				2,437.68	27,001.66	1,517,926.23
KLH Engineers, Inc.						
Inv 61404	Management	275,000	Cap Acct	2,302.50	48,810.84	339,454.68
Inv 61405	Observation	450,000	Cap Acct	11,240.36	85,485.42	511,700.77
Inv	Flood Damage Evaluation	12,000		-	-	6,753.71
Subtotal KLH Engineers, Inc.		725,000		13,542.86	134,296.26	857,909.16
Mele & Mele & Sons, Inc.	Pay Application #32	12,816,808	PennVEST	295,894.54	676,512.94	12,137,871.54
	Final Clarifiers Stainless	52,621		-	-	52,621.00
Guy's Mechanical Systems	Pay Application #	520,175		-	14,922.26	426,089.88
Right Electric, Inc.	Pay Application #	3,254,056		-	20,464.80	3,086,653.32
Tri-State Office Equipment				-	10,720.00	10,720.00
Auma Actuators				-	7,853.54	7,853.54
Robinson Pipe Cleaning	Master Meters -			-	1,540.00	1,540.00
DAS Group, Inc.	Stage 2 PS meters			-	17,251.09	17,251.09
Re-Imburse PHA	Interest	190,000		-	-	224,970.26
Commwlth of PA - Pennvest	Payment	682,000	CA-PV Pay	80,416.37	241,041.03	343,558.60
Expenses from Previous Years				-	-	1,093,980.37
Subtotal COA Compliance				**392,291.45**	**1,151,603.58**	**19,778,944.99**
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 #	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*96948		Cap Acct	4,597.04	7,493.44	21,101.82
KLH Engineers (Obs)	61127			-	1,424.50	1,424.50
Mele & Mele & Sons, Inc.	Pay App #2	930,800	Cap Acct	417,150.00	473,400.00	473,400.00
Subtotal Digester #2 Lid Replacement & Repairs		930,800		421,747.04	482,317.94	495,926.32
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*96947		Cap Acct	144.48	515.08	14,810.74
Contractor				-	-	-
Subtotal Digester #2 Lid Replacement & Repairs		-		144.48	515.08	18,206.60
Streambank Remediation						
USACOE	PPA - 35%			-	68,821.58	670,021.58
Gateway Engineers	baoundary survey WWTP	10,500		-	-	10,500.00
Aspen Construction			Cap Acct	37,489.55	37,489.55	37,489.55
Subtotal Other Engineering Projects				**459,381.07**	**624,129.99**	**1,909,562.68**
Total				**851,672.52**	**1,775,733.57**	**21,688,507.67**

		Req #				
Summary by Fund	Capital Account --> Rev Fund		Cap Acct	475,361.61	814,651.73	
	Capital Account --> Pennvest		CA-PV Pay	80,416.37	241,041.03	
	Distribution from Pennvest		PennVEST	295,894.54	720,040.81	16,600,585.00
	Total			**851,672.52**	**1,775,733.57**	

The Manager highlighted the bill from Area 31 Golf carts is for a new golf cart for the Superintendent and Manager to use. Also, the charges from Barrier Protection were for a new gate access control system to allow gate operation from the new office building. The existing system could not be upgraded for that functionality. Mr. Howley asked what happens if a board member is late to the meeting. The Manager stated that there is a button on the gate controller that will ring in the office building so that the gate can be opened. It was moved by Mr. Rodeheaver and seconded by Mr. Howley to pay the bills as presented. Motion carried.

The Solicitor reported on the following:

(1) Mr. Brown has been working with Mr. Dengler to review the requirements for easements for the Master Meter project.
(2) Mr. Brown has been working with the Baldwin Borough Solicitor to finalize the easement and asset assignment changes resulting from the EQ Tank Project. Baldwin Borough approved a resolution at their meeting to enter into the process.
(3) Mr. Brown worked with the Manager to provide a supplemental contract with Aspen Construction to complete the streambank work from the end of the USACE project to the bridge.

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

PLEASANT HILLS AUTHORITY
Engineering Report
June 24, 2020

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1. **Operations Assistance (066828.002)**
   a) We have been working with the Plant Superintendent and Staff on a review and recommendation relative to the operations at the WWTP. Specifically, we are evaluating improvements to RAS pumping in the first stage and looking into the causes for recent solids carryover that was observed when the weather turned warmer around the Memorial Day Weekend.
   b) We have been assisting with the application of the permit amendment for the extension of the Streambank Restoration Project that will extend the new stabilization for an additional 50 feet to the abutment of the bridge on the NIOSH access road. The amendment was authorized by the Pennsylvania Department of Environmental Protection on June 18, 2020.
   c) 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.
   c) The public notice was scheduled to run in The Pittsburgh Post-Gazette on May 29, 2020.

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) The Commonwealth Financing Authority has granted the 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 assembling the new digester cover. Preparation and blasting for painting have commenced.
   b) A Job Conference was held on Friday, June 5.

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) A follow up site meeting was held with Duquesne Light to confirm service requirements for the proposed meters in their service area.
   d) We have been working with the Authority Solicitor to determine if additional sewer easements are required to construct the meter sites.
   e) A copy of the current Project Design Schedule is attached.

Respectfully submitted,

_____
ROBERT W. DENGLER II, P.E.

South Park, PA
June 24, 2020

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
5-May-20		0.0002800			
27-May-20		0.0000126			
8-Jun-20		0.0000184			

Mr. Dengler reviewed what they are doing to assist with operational issues (Item #1a on report). Mr. Dengler is evaluating why solids are lifting in the final clarifiers. Mr. Majzer has supplied the plant operational data, so it can be evaluated. Mr. Dengler stated that Gannett Fleming had a ransomware attack on their system and they are working to get the system back on-line. Mr. Dengler stated that they are also evaluating improvements in the RAS pumping in the first stage. There may be some improvements with the RAS pumping, which may help with the solids issue.

Mr. Dengler stated that there was a sample in May that exceeded the EPA Effluent Goals for mercury (Item #2 on report). The only known source of mercury would be dental offices. We will be evaluating the dental surveys completed with the Manager to see if there are any actions that can be taken.

Mr. Majzer reviewed the operations through 6/24/2020.

- All flow is currently going through all stages. We are still restricted to 9.0 mgd because there have not been any rain events to adjust the gates and other equipment to handle the flow.
- Contractors are still here working on punch list items.
- New pressure transducers have been installed for the screens in the headworks. There was too much turbulence for the floats to work, so they had to be replaced with pressure transducers.
- #3 RAS pump needs to be repaired. This is the second pump to need repaired. We are in the process of working with the supplier to determine what is going wrong with the pumps.
- The streambank project is complete, except for a few restoration items.
- For the screw press, we are operating the press as best as we can, however the solids are less than 2% due to only having one digester. Once both digesters are in operation, we should be able to get back to having 2% solids as is needed for the screw press.

Mr. Trimbath reported as follows:

1) The Borough is waiting on a couple pieces of equipment for Tassel Lane Pump Station.
2) For the development on Plaza Drive behind Primanti's on Rt. 51, the developer has changed the format to individual land ownership rather than the land being owned by the Homeowners Association. No one was buying the townhomes without owning the property.
3) An optician's office will be going in on the vacant property next to the mason building on East Bruceton Road. The Manager stated that the Authority has received the tapping fee for that development. The development will tap directly into a manhole on the Authority's interceptor.
4) During the Borough's regular maintenance cleaning of sewer lines, the sewer line downstream from Atria's was full of grease, which is probably getting into the Authority's system. The other location that was bad was near Southland and Texas Roadhouse. The Manager stated that we do have a policy regarding grease, which gives the Authority the authorization to inspect the grease traps and records relating to grease removal. There was some discussion about grease in sewer systems.

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

Meeting adjourned at 7:45 p.m.

Respectfully submitted,

Jean L. Crane
Manager