South Park, PA
October 27, 2021

The regular monthly meeting of the Pleasant Hills Authority was called to order at 7:00 p.m., Chairman Brad Rodeheaver presiding.

Members present:	Messrs. Beaver, Howley, Rodeheaver and Tackett
Members present via phone:	Messrs. Stuncard
Members absent:	Messrs. Bondi and O'Har

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

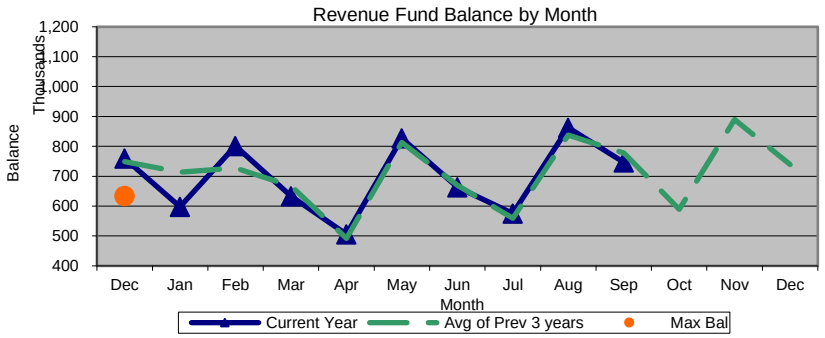
The minutes of the meeting of September 22, 2021 were considered. It was moved by Mr. Beaver and seconded by Mr. Tackett to approve the meeting minutes of September 22, 2021 as presented. Motion carried.

Financial Report – The report for September was reviewed. In September, the Capital Fund decreased by $34,184 primarily due transfers to checking accounts for capital bills and Pennvest loan payment. The Debt Service Reserve account balance increased by $3 due to interest in September.

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

Pleasant Hills Authority
Revenue Fund
Month of September 2021

				September 2021
Dollar Bank	Previous Month		$	250,000.00
Less outstanding checks and Electronic Fund Transfers				93,460.88
Actual Cash Balance	Previous Month		$	156,539.12
DEPOSITS:				
Transfers from Sweep Accounts		58,476.89		
Transfer from Capital Fund	Capital bills	76,183.88		
	Service Fees - Contracting Mun	-		
	Service Fees - Contract Customer	-		
Transfer from PennVEST		-		
Other	7-11 test	0.10		
TOTAL DEPOSITS			$	134,660.87
DISBURSEMENTS:				
O&M Vouchers		112,485.38		
Electronic Fund Transfers		3,271.34		
Capital Vouchers		76,183.88		
Transfers to Sweep Accounts		-		
Other		-		
TOTAL DISBURSEMENTS			$	191,940.60
ACTUAL CASH BALANCE	Current Month			**99,259.39**
Add Outstanding Checks and Electronic Fund Transfers				150,740.61
Dollar Bank Balance	Current Month		$	**250,000.00**
				-
REVENUE FUND INVESTMENTS				
Dollar Bank Sweep Account - Principal				647,375.88
Dollar Bank Sweep Account - Accrued Interest		19.57		272.09
TOTAL REVENUE FUND INVESTMENTS				**647,647.97**
TOTAL REVENUE FUND BALANCE (Actual Cash Bal. + Total Invest.)				746,907.36



South Park, PA
October 27, 2021

Pleasant Hills Authority
Month of September 2021

			September 2021
Bank BALANCE	Starting balance	$	83,416.37
Less outstanding checks			-
Actual Cash Balance	Previous Month	$	83,416.37
DEPOSITS:			
PENNVEST ACH	Disbursement	-	
From Capital Account	For Loan Payment	83,416.37	
Other		-	83,416.37
TOTAL CASH BALANCE AND DEPOSITS		$	166,832.74
DISBURSEMENTS:			
Checks		-	
PENNVEST ACH	Loan Payment	83,416.37	
Other			
TOTAL DISBURSEMENTS		$	83,416.37
ACTUAL CASH BALANCE	Current Month		**83,416.37**
Add Outstanding Checks			-
Bank BALANCE	Current Month	$	**83,416.37**

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	4 Pay Requests	720,040.81	
2021 Disbursements	Pay Request # (Jan)		
Total Disbursements			**16,600,585.00**
			95.00%
Remaining Balance	(Loan Amount less Disbursements)		**873,715.00**

It was moved by Mr. Howley and seconded by Mr. Tackett that the Treasurer's report be accepted and placed on file. Motion carried.

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

Pleasant Hills Authority
WWTP – Monthly Bills Detail
October 2021

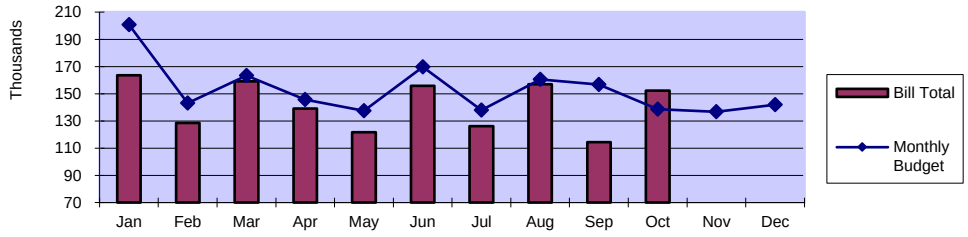
Name	Num	Account	Amount
Utilities - Monthly			
Electricity			
West Penn Power WWTP	2021-09	211749 kWh, 32 days, IGS	12,759.03
Duquesne Light LRPS	2021-09	38173 kWh, 30 days, IGS	4,429.54
Duquesne Light SDPS	2021-10	1096 kWh, 29 days, IGS	199.49
Natural Gas			
Peoples Gas	2021-10	188.4 mcf	751.58
UGI Energy	G5130067	188.4 mcf	1,235.72
Phone			
Full Service Network	10	phone and internet	310.94
AT&T Mobility	2021-10	celll phones	139.35
Water			
PA Am Water FIRE	2021-09	fire hydrants	108.38
PA Am Water LRPS	2021-10		300.45
PA American Water SDPS	2021-10	0 gallons, 29 days	16.83
PA American Water WWTP	2021-10	6,000 gallons, 33 days	198.36
Total Utilities			**20,449.67**
Bills - Monthly			
Aqua Filter Fresh	1581518	distilled and bottled water	100.12
Cintas	4 inv	uniform service	704.24
Daniel's	2021-09	Misc supplies	73.89
PA One Call	924581	49 mapped rate	127.40
Waste Management - Garbage	2926217-0067-6	garbage	153.26
Waste Management - Sludge	2933663-0067-2	3 loads: 9/1, 9/15, 9/23	2,957.11
WEX	74753463	8 fill-ups: 145.36 gallons	345.48
Bills - Miscellaneous			
Auma Actuators	6293913	Hdwks Bldg: actuator repair	1,917.50
Brian Baldrige	Exp 2021-10	CE class and mileage	135.24
Cintas FAS		first aid supplies	39.69
Community Glass	5476	Office Wall map plexiglass	370.00
DAS Group	7583	UV Transmissivity and OF meter	1,864.00
Franks Shoes	2 inv	D. Peterson & R. Berish	300.00
IDEXX Laboratories	3092179708	Lab supplies: fecal coliform tests	3,756.33
Michael Voytovich	Exp 2021-09	CE Credits and License Renewal	203.00
Microbac	AA1I03535	sterility check	134.50
Mission Communications	1056645	LRPS 11/1/21-10/31/22	623.40
MSA Safety Sales	962025748	Digester: gas monitor	3,114.20
MSA Safety Sales	962065143	Filter Bldg: H2S meter	3,852.02
PA Dept of Labor & Ind-B	1164449	Plant Boiler/Vessel Insp & Cert	394.32
Pace Analytical	2130313119	3rd Qtr redo: Cadmium, copper	45.00
RAM Industrial	7005341	Flyght Mini CAS (2)	1,191.00

Name	Num	Account	Amount
Ryan Automotive	160474	Golf cart tires (4)	369.64
Safety-Kleen	87329283	parts washer	286.77
Sherwin Williams	0293-9	paint supplies	76.86
Sherwin Williams	3678-5	paint brushes	34.47
Sunray Elec Supply	4 inv	Lights fixtures/LED light bulbs	1,051.31
Tri-State Maintenance	210914	Clean out 1st Stage Effluent line	1,850.00
Univar	49534647	Hydrogen peroxide (2 drums)	928.00
Universal Blower Pac	17171	Post-Aeration Blower (freight)	1,824.04
Total Treatment Plant Bills			**49,272.46**
O&M Agreements Reimburseable Expenses			
Cummins Sales & Service	T8-76043	7710 · Baldwin Expenses	1,060.79
Cummins Sales & Service	T8-82045	7720 · Pleasant Hills Expenses	156.60
Total Reimburseable Expenses			**1,217.39**

Pleasant Hills Authority
Revenue Fund – Monthly Bills Detail
October 2021

Name	Num	Split		Amount	
Expenses					
Treatment Plant Bill Total				**49,272.46**	
American Water	4000221621	July 2021: 81 records		15.00	
American Water	4000223514	Aug 2021: 82 records		15.00	
Borough of Pleasant Hills	2021-09	payroll and insurances		68,647.00	
	3rdQtr21	Invoices: 9, Payroll: 54 @ $8.34		525.42	
	Plaza Pointe 6 A-E	tapping fee collection		500.00	
Borough of Pleasant Hills Total				69,672.42	
Dickie McCamey	10608347	9-2021: RJB: 5.4 @$160, Rec fees: $908.75		1,772.75	
Credit Card - M.Majzer	Home Depot	AC meter and cleaner		84.91	
	WPWPCA	Oct Mtg 2 attendees		54.00	
	Sam's Club	batteries, cleaners		45.42	
Credit Card - J. Crane	UPSP	Stamps		252.00	
	Google	E-mail		6.42	
Total Credit Card				442.75	
Travelers	107322236	Cyber Liability Policy		6,000.00	
Travelers	1095WA233	Qtr Payment Insurance policies		17,561.25	
Sub-Total Expenses				**144,751.63**	
Payroll					
Jean L. Crane - Manager	6,740.00	Less Deductions:	2,111.89	4,628.11	
State Workers Insurance Fund	Audit Adj	Workers Comp Insurance		12.00	
PMRS	October 2021	Retirement Account		572.90	
United States Treasury	October 2021	Federal Taxes, SS & Medicare		1,971.22	EFT
PA Dept of Revenue	October 2021	State Taxes		206.92	EFT
Sub-Total Payroll				**7,391.15**	
Total				**152,142.78**	

Actual Expenses Compared to Monthly Budget Amount



Pleasant Hills Authority
October 27, 2021

Bills Submitted for Approval of Payment from Capital Accounts:

		Approved	Fund	October	YTD	Total TD
COA Compliance						
Gannett Fleming, Inc.						
Previous Years	Design, Bidding, MM Feas.	1,245,000		-	-	1,237,398.81
Inv 055254.C0*	Construction Support	17,000		-	3,425.74	34,649.06
Inv 63286.01*	Master Meter - Design	117,000		-	3,340.90	110,975.31
Inv 63286.02*122269	Master Meter - Rights of Way			-	21,254.50	59,928.63
Inv 63286.02*122269	Master Meter - Permits/Invst			-	4,732.00	36,933.02
Inv 66828.08*120619	COA Activities			-	939.68	108,735.97
Subtotal Gannett Fleming, Inc.				-	33,692.82	1,588,620.80
KLH Engineers, Inc.						
Inv	Management	275,000		-	2,107.00	357,360.01
Inv	Observation	450,000		-	-	514,729.09
Inv	Flood Damage Evaluation	12,000		-	-	6,753.71
Subtotal KLH Engineers, Inc.		725,000		-	2,107.00	878,842.81
Mele & Mele & Sons, Inc.	Pay Application #35	12,852,491		-	367,422.37	12,505,293.91
	Final Clarifiers Stainless	52,621		-	-	52,621.00
Guy's Mechanical Systems	Completed	520,175		-	94,085.40	520,175.28
Right Electric, Inc.	Completed	3,260,543		-	173,889.53	3,260,542.85
Commwlth of PA - Pennvest	Payment	1,001,000	CA-PV Pay	83,416.67	834,166.10	1,678,224.12

Bills Submitted for Approval of Payment from Capital Accounts:

		Approved	Fund	October	YTD	Total TD
Expenses from Previous Years				-	-	1,356,315.26
Subtotal COA Compliance				**83,416.67**	**1,505,363.22**	**21,840,636.03**
Other Projects						
Digester #2 Lid Replacement & Repairs						
Gannett Fleming						
Design & Bid Spec. Prep	47497.14*122267			-	1,880.64	58,721.57
KLH - Const Obs	Inv #			-	-	13,606.00
Mele & Mele & Sons, Inc.	Pay App #	694,413		-	29,970.65	689,663.00
Subtotal Digester #2 Lid Replacement & Repairs		694,413		-	31,851.29	761,990.57
Digester #1 Lid Replacement & Repairs						
Gannett Fleming	47497.19*122268			-	3,247.18	62,754.68
KLH Engineers (Obs)				-	-	1,424.50
Mele & Mele & Sons, Inc.	Pay App #	930,800		-	-	903,732.96
Subtotal Digester #2 Lid Replacement & Repairs		930,800		-	3,247.18	967,912.14
Rt 51Joint Interceptor and Storm Sewer Replacement						
Gannett Fleming						
Previous Years	Evaluation, Grant, Survey			-	-	3,395.86
Sanitary Design	47497.17*			-	-	15,352.54
Storm Sewer Design	47497.20*			-	5,572.56	8,112.72
Bid & Construction Phase	47497.22*			-	19,977.22	19,977.22
(Reimburseable Amnt)				-	17,466.72	17,466.72
W.A. Petrakis Contracting						
Part A (Sanitary)	Pay App #3	286,511	Cap Acct	40,369.31	259,793.18	259,793.18
Part B (Storm)	Pay App #4	335,598	Reimb	66,333.75	327,680.06	327,680.06
Subtotal Lewis Run Interceptor Sewer Line Replacemnt		622,109		106,703.06	630,489.74	651,778.30
C Harper Ford	New Plant Truck		Cap Acct	30,089.00	30,089.00	30,089.00
Generator Automatic Transfer Switches						
Gannett Fleming						
Study	66828.10*			-	1,578.92	5,250.87
Contractor				-	-	-
Subtotal Digester #2 Lid Replacement & Repairs		-		-	1,578.92	5,250.87
Subtotal Other Engineering Projects				**136,792.06**	**697,256.13**	**2,417,020.88**
Total				**220,208.73**	**2,202,619.35**	**24,257,656.91**
		Req #				
Summary by Fund	Capital Account --> Rev Fund		Cap Acct	70,458.31	1,017,733.91	
	Capital Account --> Pennvest		CA-PV Pay	83,416.67	834,166.10	
	Distribution from Pennvest		PennVEST	-	-	15,880,544.19
	Reimburseable Amount		Reimb	66,333.75	350,719.34	
	Total			**220,208.73**	**1,851,900.01**	

The Manager stated that for the insurance bill, the Authority is now being direct billed from the insurance carrier (Travelers) rather than going through the insurance broker (Cusumano). The invoices from Travelers are coming from Texas and with the slowness of the mail, the Manager is concerned with getting the payments to Travelers on time. The Manager would like permission to pay Travelers by electronic fund transfer, which would not have the required two signatures as a check would have. Mr. Rodeheaver stated that he was in agreement provided there was a paper trail. The Manager stated that there would be a paper trail. The Manager stated that the new truck for the plant was finally received and picked up in October. It was moved by Mr. Howley and seconded by Mr. Beaver to pay the bills as presented. Motion carried. It was moved by Mr. Beaver and seconded by Mr. Stuncard to authorize the Manager to pay the invoices for Travelers by electronic fund transfer. Motion carried

The Solicitor reported on the easements received for the Master Meter project. There are only three (3) easements remaining from Duquesne Light, U.S. Government (NIOSH/DOE) and the new Master Meter #1 location.

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

PLEASANT HILLS AUTHORITY
Engineering Report
October 27, 2021

1. **Annual Services (066828.2021)**
   a) A draft of the Authority's Annual Report has been prepared.

2. **WWTP SSO Elimination & Capital Improvement Project (055254)**
   a) We have been working with the Solicitor relative to the preparation oof the instrument for filing with the Recorder of Deeds Office for the Notice of Termination (NOT) for the NPDES Storm Water Permit Associated with Construction Activities.

3. **Operations Assistance (066828.002)**

a) Updated wall maps of the sewer system were delivered.

4. **Pretreatment Program (066828.004)**
a) A summary of the most recent DMR sampling results is attached.
b) We attended a sampling event/site inspection at NIOSH on October 13, 2021.

5. **Route 51 Interceptor Crossing & Storm Sewer Replacement Project (047497.035)**
a) The majority of the restoration work was completed on Friday, October 22nd.
b) MOTION – CO#5 for time extension to October 31, 2021.

6. **Digester Cover Replacement Projects (047497.033 & 036)**
a) The projects have been completed and we are in the process of working with the Contractor to close out the contracts.

7. **Master Billing Meters Project (063286)**
a) The GP-11 permit for modification of an existing water obstruction (interceptor line) for Meter Site #2 was resubmitted to PaDEP.
c) We have been working with the Authority Solicitor and Manager to prepare the necessary easement agreements and exhibits required to construct the meter sites.
d) A copy of the current Project Design Schedule is attached.

Respectfully submitted,
__/Robert W. Dengler, II /s____
ROBERT W. DENGLER II, P.E.

PLEASANT HILLS AUTHORITY
DMR SAMPLE RESULTS
Year 2021

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
7-Jan-21		0.0000141			X
3-Feb-21	0.011	0.0000050	0.020	<0.00034	X
3-Mar-21	0.012		0.010		X
24-Mar-21	<0.0018				
13-Apr-21	<0.0057	0.0000300	0.015	<0.00034	X
12-May-21	<0.0018	0.0000114			X
6-June-21		0.00000732			X
20-July-21	<0.0046	0.0000224	0.019	0.00076	X
10-Aug-21		0.00000672			
7-Sep-21		0.00000430			

Mr. Dengler provided an update on for the Master Meter easements (Item #7 on report). For the relocated Master Meter #1, the deed locations did not match, so the deeds for the neighboring properties were necessary to finish up the plotting of the exhibits for the easement. Mr. Dengler stated that he is following up on the other two easements.

Mr. Dengler stated that for the SSO Elimination Project (Item #2 on report), he has received a response from PADEP relative to the required inspection and provided a list of about 12 items that are needed including the inspection and the PADEP indicated that the inspection probably will not occur until at least December. Mr. Dengler will be working to get together all the other items on the list.

Mr. Dengler reviewed the Rt. 51 Interceptor and Storm Sewer Replacement Project (Item #5 on report). The majority of the restoration work was completed on Friday, October 22nd and the substantial completion inspection was held this morning. The work looked good and there are some minor punchlist items to complete. The main outstanding item is the replacement of the light poles, which are set to be delivered in mid-November. Mr. Dengler recommends that the Authority set today as the date of substantial completion, which would start the 1 year warranty period for the contract. Mr. Dengler stated that there are three motions for approval. First is Change Order #5 for a no cost time extension to October 30, 2021. Mr. Dengler stated that most of that delay was due to the electrical problems for the light poles on the 7-Eleven property. The contractor had to run separate wires for those three light poles, so the paving was delayed until the electrical issues were resolved. Second is Change Order #6 for Part B-Storm Sewer Replacement in the amount of

$3,104.08. This change order is for a restocking fee for the 60" storm sewer pipe that ended up not being necessary due to the change in the actual sewer location rather than the planned route. Under a unit price contract, there will be a quantity adjusting change order to reflect the savings for not installing the 60" storm sewer pipe. The net savings from not installing the pipe is around $13,000. It was moved by Mr. Beaver and seconded by Mr. Howley to approve Change Order No. 5, a no-cost time extension to October 30, 2021, with W.A. Petrakis Contracting for the Rt. 51 Interceptor crossing and Storm Sewer Replacement Project. Motion carried. It was moved by Mr. Howley and seconded by Mr. Beaver to approve Change Order No. 6 with W.A. Petrakis Contracting for the Rt. 51 Interceptor crossing and Storm Sewer Replacement Project – Part B Storm Sewer Replacement in the amount of $3,104.08. Motion carried. It was moved by Mr. Tackett and seconded by Mr. Howley to approve and issue the Substantial Completion Certificate to W.A. Petrakis Contracting for the Rt. 51 Interceptor crossing and Storm Sewer Replacement Project on October 27, 2021. Motion carried.

Mr. Dengler stated that the next two motions are with regards to authorizing the Engineer to proceed with design for the Main Equipment Building Renovations and the Automatic Transfer Switches for the two generators at the plant. The Main Equipment Building Renovations would include a new roof, new windows and adding new locker room facilities to allow for separate male and female facilities. There was some discussion about the roof and whether to replace the roof with a flat roof or an alternative. It was moved by Mr. Beaver and seconded by Mr. Tackett to authorize the Engineer to proceed with design for the Main Equipment Building Renovations Project. Motion carried. For the Automatic Transfer Switches project, Mr. Dengler stated that their involvement will be fairly minimal, since most of the work will be done by ABB. ABB is the only source for the project since it will be their equipment. The first step will be to engage ABB and have them come out and do a site inspection. They will provide and install the equipment. The Engineer may have to design some electrical conduit runs to provide the necessary wiring for the controls. Mr. Dengler stated that the equipment lead times are very long. Mr. Majzer stated that when we decided to install manual transfer switches on the two generators at the plant, West Penn Power had provided information that it was very rare for both power feeds to be down (once in five years). However, within the first year of operation, we have experienced three instances where both power feeds have failed, so it would be good to have our generators provide an automatic third level of protection against a power outage to prevent overflows. There was some discussion about the power at the plant, the generators and project requirements. It was moved by Mr. Beaver and seconded by Mr. Howley to authorize the Engineer to proceed with the design for the Generator Automatic Transfer Switches project. Motion carried.

Mr. Majzer reviewed the operations through 10/27/2021.

- For the Final Clarifiers in the 2nd Stage, both require the gear drive units to be repaired/rebuilt. The final clarifiers will have to be drained to do this repair and then the gear drive unit will be sent out for repair. One tank will be done at a time.
- The new plant truck was picked up on October 19, 2021.
- Interviews for the plant operator position were held on 9/29/21 and Bryan Weiland was officially hired on 10/18/21 and will start on 10/29/21.
- Mr. Majzer is still waiting on an installation date for the BioChem programming changes.

The Manager stated that we need a motion to authorize advertising for bids to sell the 2005 GMC truck. It was moved by Mr. Tackett and seconded by Mr. Howley to authorize advertising for bids to sell the 2005 GMC Sierra 2500 truck. Motion carried.

The Manager reviewed the residential rate comparison for nearby communities. The Manger noted that the Authority uses an outdated rate calculation and recommends changing to a flat fee based on our debt service and a usage charge the next time we need to change our rate. There was some discussion about the different rates.

Mr. Trimbath reported that:

(1) The Borough's sewer rate will probably stay the same for 2022.
(2) The new development for 42 homes came before planning commission. Some of the homes will be in Pleasant Hills and some in Jefferson.
(3) At Home is going into the space of the former K-Mart.
(4) A Jimmy Johns will be going into Southland.
(5) A smoothie shop will be going into the former bank next to Southland.

It was moved by Mr. Howley and seconded by Mr. Beaver to adjourn the meeting. Motion carried. Meeting adjourned at 7:55 p.m.

Respectfully submitted,

Jean L. Crane
Manager