South Park, PA
January 26, 2022

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

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

Also present: Ronald J. Brown, Esq. (via phone), 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 December 15, 2021 were considered. It was moved by Mr. Beaver and seconded by Mr. Tackett to approve the meeting minutes of December 15, 2021 as presented. Motion carried.

Election of Officers for year 2022 – Chairman & Vice-Chairman

Mr. Rodeheaver opened the floor for nominations the position of Chairman. Mr. Bondi nominated Brad Rodeheaver for the position of Chairman. Mr. Beaver seconded the nomination. There being no further nominations, the nominations were closed and Mr. Rodeheaver was declared Chairman. Mr. Rodeheaver opened the floor for nominations the position of Vice-Chairman. Mr. Howley nominated Mr. Bondi for the position of Vice-Chairman. Mr. Stuncard seconded the nomination. There being no further nominations, the nominations were closed and Mr. Bondi was declared Vice-Chairman.

Appointments for 2022

The appointments from 2021 were reviewed.

Treasurer	Jean L. Crane
Assistant Treasurer	James D. Stuncard, Jr.
Secretary	Jean L. Crane
Assistant Secretary	Patrick Bondi
Solicitor	Dickie, McCamey & Chilcote, P.C.
Consulting Engineers	Gannett Fleming, Inc.
Auditors	Hosack, Specht, Muetzel & Wood LLP
Administrator	Vacant

Mr. Bondi nominated Mr. Howley to be appointed as Assistant Secretary and nominated all of the 2021 appointees for the offices of the Treasurer, Assistant Treasurer, Secretary, Solicitor, Consulting Engineer and Auditor. Mr. Beaver seconded the nominations. There being no further nominations, Mr. Howley was appointed as Assistant Secretary and all the appointments for all other positions remain the same as in 2021.

Financial Report – The report for December was reviewed. In December, the Capital Fund decreased by $116,036 primarily due payment of capital bills and Pennvest loan payment. The Debt Service Reserve account balance increased by $3 due to interest in December.

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

Pleasant Hills Authority
Revenue Fund
Month of December 2021

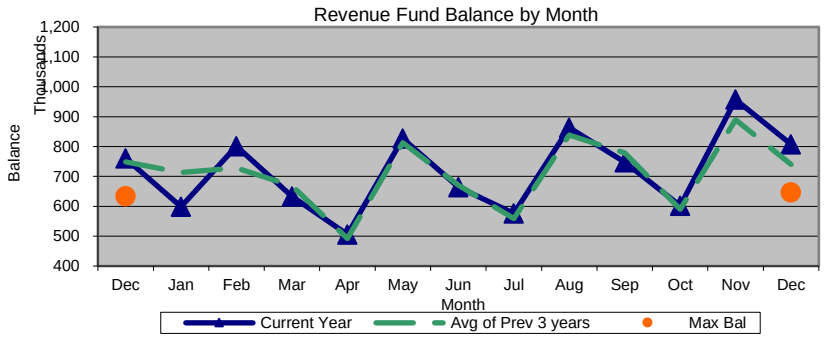
			December 2021
Dollar Bank	Previous Month	$	250,000.00
Less outstanding checks and Electronic Fund Transfers			85,630.96
Actual Cash Balance	Previous Month	$	164,369.04

DEPOSITS:

South Park, PA
January 26, 2022

Month of December 2021

			December 2021
Transfers from Sweep Accounts		71,925.02	
Transfer from Capital Fund	Capital bills	85,221.91	
	Service Fees - Contracting Mun	-	
	Service Fees - Contract Customer	-	
Transfer from PennVEST		-	
Other	Truck Sale, WM Ins Claim Check	11,518.50	
TOTAL DEPOSITS		$	168,665.43
DISBURSEMENTS:			
O&M Vouchers		126,886.26	
Electronic Fund Transfers		2,948.21	
Capital Vouchers		63,752.14	
Transfers to Sweep Accounts		-	
Other	7-11 Reimb to Capital Fund	52,594.24	
TOTAL DISBURSEMENTS		$	246,180.85
ACTUAL CASH BALANCE	Current Month		**86,853.62**
Add Outstanding Checks and Electronic Fund Transfers			163,146.38
Dollar Bank Balance	Current Month	$	**250,000.00**
			-
REVENUE FUND INVESTMENTS			
Dollar Bank Sweep Account - Principal			720,233.10
Dollar Bank Sweep Account - Accrued Interest		19.47	327.09
TOTAL REVENUE FUND INVESTMENTS			**720,560.19**
TOTAL REVENUE FUND BALANCE (Actual Cash Bal. + Total Invest.)			807,413.81



Pleasant Hills Authority

Month of December 2021

			December 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		-	
2022 Disbursements			
Total Disbursements			**16,600,585.00**
			95.00%
Remaining Balance	(Loan Amount less Disbursements)		**873,715.00**

The Manager reviewed the Revenue Fund Compliance report. The actual Revenue Fund balance on December 31, 2021 was $807,413.81 and the Modified Maximum Balance is $647,234.04, so $160,179.77

will be transferred to the Capital Fund. It was moved by Mr. Howley and seconded by Mr. Beaver that the Treasurer's report be accepted and placed on file. Motion carried.

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

Pleasant Hills Authority
WWTP – Monthly Bills Detail
January 2022

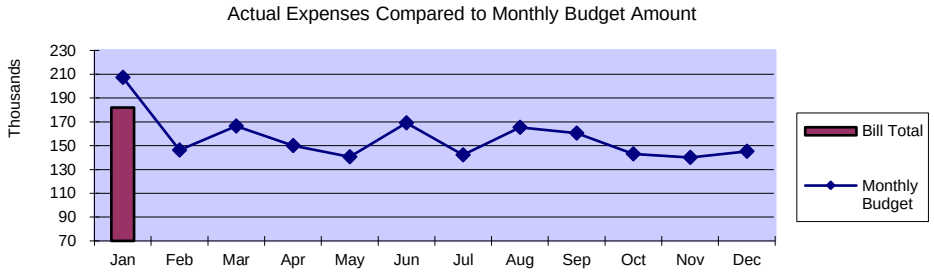
Name	Num	Account	Amount
Utilities - Monthly			
Electricity			
West Penn Power WWTP	2021-12	213,939 kWh, 30 days, IGS	12,491.54
Duquesne Light LRPS	2021-12	41,921 kWh, 12/21/21, IGS	3,813.33
Duquesne Light SDPS	2022-01	3241 kWh, 1/6/22	432.01
Natural Gas			
Peoples Gas	2022-01	457.5 mcf, 1/10/22	1,608.90
UGI Energy	G5208963	457.5 mcf	2,389.52
Phone			
Full Service Network	13	Phone and internet	310.94
AT&T Mobility	2022-01	cell phones	139.35
Water			
PA Am Water FIRE	2021-12	fire hydrant service	107.88
PA Am Water LRPS	2022-01		267.49
PA American Water SDPS	2022-01	0 gallons	16.91
PA American Water WWTP	2022-01	5,000 gallons, 34 days	183.87
Total Utilities			**21,761.74**
Bills - Monthly			
Aqua Filter Fresh	1678777	distilled and spring water	70.22
Cintas	5 inv	uniforms	1,053.32
Daniel's	2021-12	Misc Supplies	4.49
PA One Call	935978	27 mapped rate	78.00
Waste Management - Garbage	3054303-0067-6	January 2022	176.25
Waste Management - Sludge	3061733-0067-5	5 loads: 12/3, 12/16, 12/22, 12/24, 12/31	6,214.08
WEX	77323208	4 fill-ups: 67.22 gallons	183.64
Bills - Miscellaneous			
Advance Auto Parts	6061201921180	oil	12.87
AllMax	4490	Antero work order software	970.00
Cintas FAS	8405464134	first aid	32.51
DAS Grp	7673	Service call for UV Transmissivity meter	300.00
Forrest Steel	76678	steel plates for stock	248.00
Franks Shoes	180628	Frank Lapin	138.75
James Hibbard Electric	22-0101	street light bulb replacement	340.00
John Place	SP-21410-MC	Missions upgrades, power monitor relay	1,195.00
JP Technical	2 inv	lab equip/weight set/therm cert.	615.00
Lowes	902790	2nd Stage Air flow meter installation parts	23.59
Mesta Electronics	002589	LRPS: Line filter repairs	3,830.00
Mission Communications	1058888	SDPS & BP Rain support contract	940.80
PPC Lubricants	2 inv	gear box & generator oil, grease	1,632.80
Ryan Automotive	161758	2019 Explorer: 4 tires (22969 mi)	590.60
Safety-Kleen	87966911	parts cleaner	286.77
Sherwin Williams	3 inv	paint and paint supplies	111.52
Shiloh Service	0260721-IN	Plant annual support for 2022	7,724.16
Sunray Elec Supply	1371314-1	2nd Stage air flow meter supplies	152.62
Univar	49750623	hydrogen peroxide 2 drums	1,067.20
USA Bluebook	2 inv	supplies for new EPA rules	1,879.25
USA Bluebook	2 inv	hose kit, thermometers	407.49
WB Mason	5 inv	gloves, office supplies	789.36
Wheaton & Sons	102387	2nd Stage Air flow meter: alumi panel for install	648.00
Win-911	16880456-2022220	1 year support starting 2/20/22	660.00
IDEXX Laboratories	3098243907	comparator	33.36
Brian Baldrige	Exp 2022-01	1/13/22 Wastewater Lab Skills Class	136.59
WEF	Majzer 2022	Majzer dues 2022	130.00
Total Treatment Plant Bills			**54,437.98**
O&M Agreements Reimburseable Expenses			
Shiloh Service	0260782-IN	7720 · Pleasant Hills Expenses	319.72
Shiloh Service	0260781-IN	7710 · Baldwin Expenses	319.72
Cummins Sales and Service	T8-87797	7720 · Pleasant Hills Expenses	1,914.64
Total Reimburseable Expenses			**2,554.08**

Pleasant Hills Authority
Revenue Fund – Monthly Bills Detail
January 2022

Name	Num	Split	Amount
Expenses			
Treatment Plant Bill Total			**54,437.98**
American Water	4000227889	Oct 2021: 81 records	15.00
Borough of Pleasant Hills	2021-12	payroll and insurances	95,517.75
	2021 4th Qtr	payroll and check exp	642.18
Borough of Pleasant Hills Total		payroll and insurances	96,159.93
Cusumano	209491	Employee dishonesty bond	348.00
Dickie McCamey	10624025	RJB: 3.0 hrs @ $160.00	480.00
Gannett Fleming, Inc.	4232	Monthly Retainer	400.00
	4230	Operations Assistance	1159.20

South Park, PA
January 26, 2022

Name	Num	Split	Amount	
	4231	Developer Reviews	395.50	
Total Gannett Fleming, Inc.			1,954.70	
PMAA	2022 Dues	2022 Active membership dues	2,300.00	
Credit Card - M.Majzer	Walmart	Confined Space training supplies	37.04	
	Poster Comp Center	Employment posters	72.03	
	Vocelli Pizza	Confined Space training	60.42	
	Home Depot	ice scraper, compactor bags	21.17	
	Siemens	Digester Temp probe	240.10	
	Best Buy	UPS for phone/internet	179.99	
Credit Card - J. Crane	Google	email	6.42	
Total Credit Card			617.17	
Travelers	1095WA233	2nd payment for 2021-2022 policy	17,801.91	EFT
Sub-Total Expenses			**174,114.69**	
Payroll				
Jean L. Crane - Manager	6,940.00	Less Deductions: 2,406.46	4,533.54	
PMAA Insurance	Annual Premium	Life Insurance 2022 Premium	362.00	
PMRS	January 2022	Retirement Account	609.90	
United States Treasury	January 2022	Federal Taxes, SS & Medicare	2,261.82	EFT
PA Dept of Revenue	January 2022	State Taxes	213.06	EFT
Sub-Total Payroll			**7,980.32**	
Total			**182,095.01**	



Pleasant Hills Authority

January 26, 2022

Bills Submitted for Approval of Payment from Capital Accounts:

		Approved	Fund	January	YTD	Total TD
COA Compliance						
Gannett Fleming, Inc.						
Previous Years	Design, Bidding, MM Feas.	1,245,000		-	-	1,237,398.81
Inv 4233	Construction Support	17,000	Cap Acct	237.30	237.30	35,044.56
Inv	Master Meter - Design	117,000		-	-	111,036.00
Inv 4229	Master Meter - Rights of Way		Cap Acct	96.18	96.18	64,503.13
Inv 4229	Master Meter - Permits/Invst		Cap Acct	316.40	316.40	37,945.67
Inv	COA Activities			-	-	108,815.07
Subtotal Gannett Fleming, Inc.				649.88	649.88	1,594,743.24
Mele & Mele & Sons, Inc.	Pay Application	12,852,491		-	-	12,505,293.91
	Final Clarifiers Stainless	52,621		-	-	52,621.00
Guy's Mechanical Systems	Completed	520,175		-	-	520,175.28
Right Electric, Inc.	Completed	3,260,543		-	-	3,260,542.85
Commwlth of PA - Pennvest	Payment	1,001,000	PennVEST	83,416.37	83,416.37	1,928,473.83
Expenses from Previous Years				-	-	2,235,158.07
Subtotal COA Compliance				**84,066.25**	**84,066.25**	**22,097,008.18**
Other Projects						
Digester #2 Lid Replacement & Repairs						
Gannett Fleming						
Design & Bid Spec. Prep				-	-	58,721.57
Digester #1 Lid Replacement & Repairs						
Gannett Fleming				-	-	62,754.68
Rt 51Joint Interceptor and Storm Sewer Replacement						
Gannett Fleming						
Previous Years	Eval, Grant, Survey, Design			-	-	26,861.12
Bid & Construction Phase	Inv 237		Cap Acct	501.77	501.77	27,571.58
(Reimburseable Amnt)			Reimb	665.13	665.13	27,533.64
W.A. Petrakis Contracting						731,527.65
Subtotal Lewis Run Interceptor Sewer Line Replacemnt		-		1,166.90	1,166.90	813,493.99
Generator Automatic Transfer Switches						
Gannett Fleming						
Study				-	-	5,250.87
Contractor				-	-	-
Subtotal Digester #2 Lid Replacement & Repairs		-		-	-	5,250.87
Subtotal Other Engineering Projects				**1,166.90**	**1,166.90**	**940,221.11**
Total				**85,233.15**	**85,233.15**	**23,037,229.29**
		Req #				
Summary by Fund	Capital Account --> Rev Fund		Cap Acct	1,151.65	1,151.65	
	Capital Account --> Pennvest		CA-PV Pay	-	-	
	Distribution from Pennvest		PennVEST	83,416.37	83,416.37	15,963,960.56

Bills Submitted for Approval of Payment from Capital Accounts:

	Approved	Fund	January	YTD	Total TD
Reimburseable Amount		Reimb	665.13	665.13	
Total			**85,233.15**	**84,568.02**	

The Manager reviewed the budget for 2021. The Authority spent approximately 91% of the budgeted funds. It was moved by Mr. Bondi and seconded by Mr. Howley to pay the bills as presented. Motion carried.

The Solicitor reported the following:

(1) There are three remaining easements for the Master Meter Project. The Manager and Mr. Majzer are communicating with the property owner for the Master Meter #1 easement. Mr. Dengler is following up with Duquesne Light and the DOE/NIOSH for the remaining two easements.

(2) Mr. Brown is working with Mr. Dengler regarding the Declaration needed for the Notice of Termination for the NPDES Stormwater Permit from the project.

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

PLEASANT HILLS AUTHORITY
Engineering Report
January 26, 2022

1. **WWTP SSO Elimination & Capital Improvement Project (055254)**
   a) The PaDEP Final Inspection is scheduled for Tuesday, February 15th. We have been working on compiling documentation as requested by PaDEP to closeout the project, including development of record drawings.
   b) MOTION – Approval of Post-Construction Certification.
   c) We have been working with the solicitor relative to the preparation of 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.

2. **Operations Assistance (066828.002)**
   a) The ABB/Sulzer pump will work with the existing VFDs for the Stage 1 RAS Pumps. We are working on piping layout for the new pump installation.

3. **Developer Reviews (066828.003)**
   a) The planning module and capacity letter has been prepared for the Pleasant Grove Plan of Lots.
   b) We reviewed drawings from Chick-fil-A for the proposed sewer relocation on their property along Route 51.

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

5. **Route 51 Interceptor Crossing & Storm Sewer Replacement Project (047497.035)**
   a) The Project is complete and closed out.

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) We are working on addressing PaDEP comments on the GP-11 permit application for modification of an existing water obstruction (interceptor line) for Meter Site #2.
   b) We have been working with the Authority Solicitor and Manager to prepare the necessary easement agreements and exhibits required to construct the meter sites.
   c) A copy of the current Project Design Schedule is attached.

7. **Generator ATS Project (066828.010)**
   a) A site visit with ABB was held on January 6th. We are expecting a proposal to be submitted on January 24th.

8. **Main Equipment Building Renovation Project (066828.011)**
   a) We are working to set up a site visit with our Architect to review existing conditions.

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

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
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			X
7-Sep-21		0.00000430			X
13-Oct-21	0.19	0.00000612	0.0162	<0.001	X
3-Nov-21		0.00000448			X
6-Dec-21	<0.0046	0.0000117			X

Mr. Dengler stated that the PaDEP inspection is scheduled for February 15, 2022 for the WWTP SSO Elimination Project (Item #1 on report). The PaDEP has provided a list of twelve items of information that they need to submit to Pennvest to closeout the loan. One of the items on the list is the Post Construction Certification, for which the approval is on the agenda. However, to execute the Post Construction Certification, the Authority will need to approve the Completion Certificate and issue the Final Certificate to Mele & Mele & Sons, Inc. for Contract 1 of the project. This approval is not included on the agenda. Mr. Brown stated that according to the Sunshine Act, the board must vote to add the action to the agenda and then the Board can vote on the motion. The revised agenda must then be posted tomorrow reflecting the change. It was moved by Mr. Howley and seconded by Mr. Tackett to add the following motion to the agenda: to approve the Completion Certificate and issue the Final Certificate for Contract One of the WWTP SSO Elimination and Capital Improvements Project to Mele & Mele & Sons, Inc. Motion carried. It was moved by Mr. Howley and seconded by Mr. Stuncard to approve the Completion Certificate and issue the Final Certificate for Contract One of the WWTP SSO Elimination and Capital Improvements Project to Mele & Mele & Sons, Inc. Motion carried. Mr. Dengler stated that now the Board needs to approve the Post Construction Certificate. It was moved by Mr. Beaver and seconded by Mr. Bondi to approve the Post Construction Certificate for submission to the PaDEP for the WWTP SSP Elimination and Capital Improvements Project. Motion carried. Finally, Mr. Dengler stated that for the NPDES Stormwater Permit Notice of Termination(NOT), a Declaration of Restrictions and Covenants has to be approved, executed and filed before the NOT can be submitted. This declaration states that the Authority and any future property owners will maintain the rain garden installed as part of the project. It was moved by Mr. Tackett and seconded by Mr. Beaver to approve the Declaration of Restrictions and Covenants for Stormwater Management. Motion carried.

Mr. Dengler stated that they have reviewed plans from Chick-Fil-A, who are proposing to move the Authority's interceptor, so that the new canopy they are installing will not be within the Authority's easement (Item #3a on report). Mr. Howley asked if the Authority is requiring Chick-Fil-A to move the line. The Manager stated that Chick-Fil-A is offering to move the line and additionally they want to place the dumpster pad on top of our interceptor. There was some discussion about this issue. Mr. Dengler stated that we have requested additional information from Chick-Fil-A and have not had a response to date.

Mr. Dengler reviewed the Master Meters Project (Item #7 on report). There is a motion on the agenda to approve submittal of a GP-5 Permit Application for Master Meter #2. A GP-11 streambank encroachment permit application was submitted and the Engineer has been responding to comments on that application. Now the PaDEP wants a GP-5 for a stream crossing attached to the GP-11. Mr. Dengler stated that originally they asked if a GP-5 was needed and PaDEP indicated that a GP-5 was not needed. It was moved by Mr. Bondi and seconded by Mr. Howley to approve the submittal of the GP-5 permit application to PaDEP. Motion carried.

Mr. Dengler reviewed the proposal received from ABB on January 25, 2022 for the Generator ATS Project (Item #8 on report). The proposal is very short on details, but the price of $193,000.00 is within the estimate of $200,000. The cost is complete turn-key, however the Engineer is asking for additional information. Mr. Dengler stated that this is a sole source project. Mr. Brown stated that Mr. Dengler would have to provide a letter certifying that there is only one source for the equipment and that letter can be the basis for an exception to the competitive bidding rule. Mr. Dengler recommended to have Mr. Brown review the contract terms listed in the ABB proposal. Mr. Dengler will work with ABB to get additional details on the proposals and hopefully then this proposal can be acted upon at the February meeting. Once the equipment is ordered, the lead time for delivery of equipment is 12-14 weeks.

Mr. Dengler stated that the architects visited the site today for the Main Equipment Building Renovations to get information for planning the renovation (Item #9 on report).

Mr. Majzer reviewed the operations through 1/26/2022.

- We filed an insurance claim with Waste Management because their drivers have damaged the exhaust fan in the Press Building by shoving the sludge box in too far. They have done this multiple times, and we fixed it, but this time, it is up to Waste Management to pay to have it fixed.
- Mr. Majzer stated that we have received three quotes to install a new manhole frame and cover on the manhole in Arbor Lane near Curry Hollow Road. The lowest quote was $9,250.00 from CCSI.
- Mr. Majzer stated that we have entered into a maintenance support contract with Rovisys to fix the problems with the Win-911 system and then also this will provide for the changes to the SCADA system needed for the Generator ATS project as well.
- A phase monitor was added to the Mission System to have additional notification in case of a power outage.
- The PaDEP/Bureau of Laboratories has approved Danielle Woitas for the final two testing procedures and so she is now fully accredited for our lab.
- The Assistant Superintendent, Jerry Bergles, has announced his retirement as of June 30, 2022. After Pleasant Hills Council approves advertising for the management position, then both internal and external candidates can submit their resumes for consideration at the same time.

Mr. Trimbath reported that:

(1) The Borough is still investigating instituting a stormwater fee, however it is difficult to identify where all the stormwater originates.
(2) The Sheetz on Curry Hollow will be shut down for the same renovations as the Sheetz on Rt. 51.
(3) Wendy's in Southland has shut down. No plans have come before Council for the Kmart building yet and a smoothie shop will be going in where the bank was just south of Southland.
(4) For the Pleasant Grove development, there will be about 8 homes in Jefferson in the plan. There are some issues to be resolved about roadway maintenance, snow removal and sewage billing. There was some discussion about these issues.

Mr. Stuncard suggested that we should be doing a cyber audit to be proactive in preventing an issue. Mr. Brown stated that the Homeland Security office was offering free of charge a cyber audit. The Manager agreed to look into it.

It was moved by Mr. Bondi and seconded by Mr. Howley to adjourn the meeting. Motion carried. Meeting adjourned at 8:05 p.m.

Respectfully submitted,

Jean L. Crane
Manager