3538

South Park, PA
September 27, 2023

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

Members present:	Messrs. Beaver, Bondi, Howley, Smith, Stuncard and Tackett
Members present via phone:	None
Members absent:	None

Also present: Robert W. Dengler, II, P.E., representing the Authority Engineer; Jean Crane, Manager; and Michael Majzer, Superintendent.

The minutes of the meeting of August 23, 2023 were considered. It was moved by Mr. Smith and seconded by Mr. Howley to approve the meeting minutes of August 23, 2023 as presented. Motion carried.

Financial Report – The report for August was presented as follows:

Pleasant Hills Authority – Financial Report
August 2023
Statement of Changes in Capital Accounts

			2023	
	Aug 2023	Jul 2023	YTD	Plan
Capital Fund (Dollar Bank)				
Beginning Balance	**$ 1,853,601**	**$ 1,937,843**	1,915,511	1,915,511
Additions:				
Interest	5,020	2,412	22,142	24,000
Service Fees - Municipalities	348,050	-	1,044,151	1,392,202
Tapping Fees	-	-	-	20,000
Deposit / Reimbursement	-	-	-	-
Total Additions	$ 353,070	$ 2,412	$ 1,066,293	$ 1,436,202
Deductions:				
Revenue Fund - Capital Exp	1,926	3,403	194,301	350,000
Pennvest Payment	83,251	83,251	666,009	1,001,000
Other	-	-	-	-
Total Deductions	$ 85,177	$ 86,654	$ 860,310	$ 1,351,000
Ending Balance	**$ 2,121,495**	**$ 1,853,601**	**$ 2,121,495**	**$ 2,000,713**
Funds Increased (Decreased) by	**$ 267,894**	**$ (84,242)**		
Trustee Accounts				
Beginning Balance				
Construction Fund	3,338,213	3,329,842	3,305,622	3,305,622
Debt Service Fund	2,237	2,229	-	-
Debt Service Reserve Fund	189,768	189,067	185,500	185,500
Surplus Fund	83,101	82,794	-	-
Total Beginning Balance	$ 3,613,319	$ 3,603,931	$ 3,491,122	$ 3,491,122
Additions:				
Interest	14,574	13,362	96,690	100,000
Debt Service Deposit	43,322	-	129,966	173,288
Other	-	-	81,640	81,640
Total Additions	$ 57,896	$ 13,362	$ 308,296	$ 354,928
Deductions:				
Debt Service Payment	-	-	85,175	173,288
Requisitions	150,464	3,975	193,493	2,400,000
Transfer to Revenue Fund	-	-	-	-
Other	-	-	-	-
Total Deductions	$ 150,464	$ 3,975	$ 278,668	$ 2,573,288
Ending Balance				
Construction Fund	3,201,213	3,338,213	3,201,213	997,222
Debt Service Fund	45,568	2,237	45,568	-
Debt Service Reserve Fund	190,533	189,768	190,533	185,500
Surplus Fund	83,436	83,101	83,436	90,040
Total Ending Balance	**$ 3,520,750**	**$ 3,613,319**	**$ 3,520,750**	**$ 1,272,762**
Funds Increased (Decreased) by	**$ (92,569)**	**$ 9,387**		

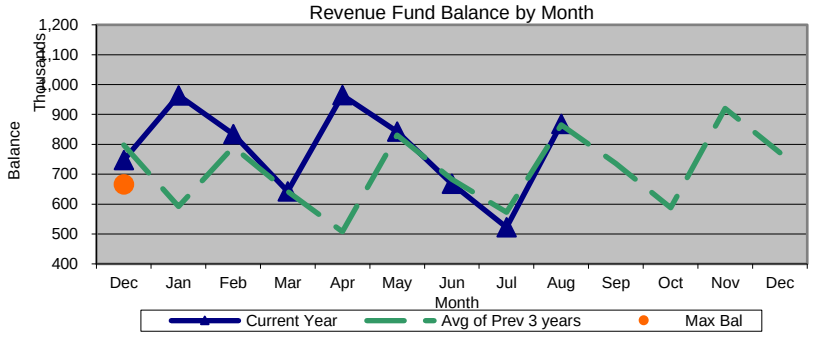
The Treasurer's report for the month of August was presented as follows:

Pleasant Hills Authority
Revenue Fund
Month of August 2023

			August 2023
Dollar Bank	Previous Month	$	250,000.00
Less outstanding checks and Electronic Fund Transfers			101,235.19
Actual Cash Balance	Previous Month	$	148,764.81

Month of August 2023

			August 2023
DEPOSITS:			
Transfers from			
Sweep Account			
Capital Fund	for Capital bills	1,925.65	
Service Fees Received	Contracting Municipalities	853,401.67	
	Contract Customers	8,734.77	
Other	NRG Curtailment	88.20	
TOTAL DEPOSITS		$	864,150.29
DISBURSEMENTS:			
O&M Vouchers		124,008.28	
Electronic Fund Transfers		2,663.46	
Capital Vouchers		1,925.65	
Transfers to		-	
Sweep Account	Monthly summary of daily transfers	410,157.22	
Capital Fund		348,050.48	
Trustee		43,321.98	
Other		-	
TOTAL DISBURSEMENTS		$	930,127.07
ACTUAL CASH BALANCE	Current Month		**82,788.03**
Add Outstanding Checks and Electronic Fund Transfers			167,211.97
Dollar Bank Balance	Current Month	$	**250,000.00**
REVENUE FUND INVESTMENTS			
Dollar Bank Sweep Account - Principal			778,463.46
Dollar Bank Sweep Account - Accrued Interest (YTD)		1,611.52	6,648.49
TOTAL REVENUE FUND INVESTMENTS			**785,111.95**
TOTAL REVENUE FUND BALANCE (Actual Cash Bal. + Total Invest.)			867,899.98



Pleasant Hills Authority
PENNVEST Account
Month of August 2023

			August 2023
Bank BALANCE	Starting balance	$	83,251.13
Less outstanding checks			-
Actual Cash Balance	Previous Month	$	83,251.13
DEPOSITS:			
From Capital Account	For Loan Payment	83,251.13	
Other		-	83,251.13
TOTAL CASH BALANCE AND DEPOSITS		$	166,502.26
DISBURSEMENTS:			
PENNVEST ACH	Loan Payment	83,251.13	
TOTAL DISBURSEMENTS		$	83,251.13
ACTUAL CASH BALANCE	Current Month		**83,251.13**
Add Outstanding Checks			-
Bank BALANCE	Current Month	$	**83,251.13**

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

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

Pleasant Hills Authority
WWTP – Monthly Bills Detail
September 2023

Name	Num	Description	Amount
Utilities - Monthly			
Electricity			
West Penn Power WWTP	2023-08	165282 kWh, 29 days	11,689.04
Duquesne Light LRPS	2023-08	33098 kWh, 8/22/23	4,416.60
Duquesne Light SDPS	2023-09	1280 kWh, 9/6/23	535.96
Natural Gas			
Peoples Gas	2023-09	206.7 mcf, 9/11/23	857.65

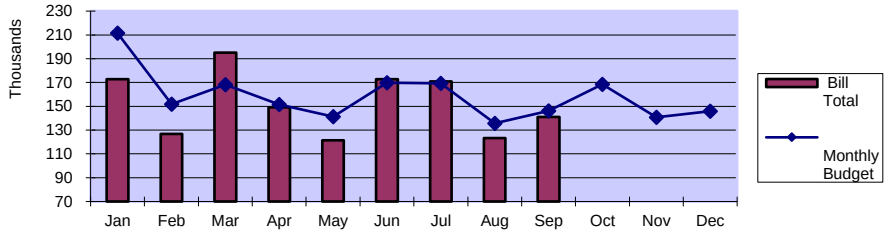
Name	Num	Description	Amount
IGS Energy	408888	160.10 mcf, 8/2023	705.68
Phone			
Full Service Network	33	phone and internet	310.93
AT&T Mobility	2023-09	cell phones	134.20
Water			
PA Am Water FIRE	2023-08	fire hydrants	124.47
PA Am Water LRPS	2023-09	44,400 gal, 30 days	554.78
PA American Water SDPS	2023-09	0 gal, 33 days	18.50
PA American Water WWTP	2023-09	6500 gal, 33 days	230.35
Total Utilities			**19,578.16**
Bills - Monthly			
Aqua Filter Fresh	1368393	spring water (10)	87.80
Cintas	4 inv	uniforms	772.28
CWM Environmental	2304624	August daily samples	4,986.40
Daniel's	2023-08	Misc Supplies	187.82
PA One Call	1021716	53 mapped rate	143.69
Waste Management - Garbage	3870277-0067-4		250.00
Waste Management - Sludge	3870434-0067-1	4 loads	4,040.60
WEX	91593894	fill-ups: 6, 104.27 gallons	220.96
Bills - Miscellaneous			
Advance Auto Parts	6061324028690	Batteries for golf cart	166.63
airtek	77004	LRPS: Actuator Air compressor	371.32
Cintas FAS		First Aid	86.00
Cleveland Brothers Equip	SERV7803086	2nd Stage Generator Annual maint	1,150.00
Core & Main	T429214	Primary pump bleeder valve	1,017.00
Core & Main	T426773	Primary pump check valve	1,784.00
Edward Kemp	A3544	MEB new A/C unit (10 yr warrant...	4,588.00
Environmental Service Lab	2318372	wett re-do	1,709.86
Fayette Parts Svc	746474	oil dry (clean up press bldg)	19.68
Fayette Parts Svc	747486	oil	3.49
Fisher Scientific	5996263	Lab: disposable sample pans	126.24
Flag Factory	230444	new plant flag	85.00
Grainger	2 inv	LRPS: seal water press. switch,rags	262.63
Krohne	S01/136166	Influent flow meter converter	2,037.28
Mattes Tool & Die	501964	Mech Golf Cart: clutch rollers	195.00
OZ Enterprises	2301899077	Headworks: Repair for Gas dete...	570.00
Pace Analytical	2330467426	August Mercury LL, (3 samples)	331.00
Safety-Kleen	92646498	parts washer	357.03
Sherwin Williams	5440-1	paint supplies	74.70
Shiloh Service	1122600-IN	MS365 Business Std annual fee	600.00
TF Campbell	93247	Sludge heater: fireye UV scanner/amp	823.79
Tri State Maintenance	230903	cleaning wet wells (HW & PS) 8/29/23	2,124.00
Univar	51426792	LRPS: Calcium Nitrate	1,509.97
USA Bluebook	3 inv	sludge judge sections, TSS sendor	541.18
USA Bluebook	5 inv	Lab solutions, polymer funnel/pump	1,345.01
WB Mason	240802557	paper towels mfold (3 cases)	91.71
West Penn Laco	812655	Acetylene and oxygen	149.54
Total Treatment Plant Bills			**52,387.77**
O&M Agreements Reimburseable Expenses			
Lanco Controls Group	LCG-0030	7710 · Baldwin Expenses	8,005.00
Total Reimburseable Expenses			**8,005.00**

Pleasant Hills Authority
Revenue Fund – Monthly Bills Detail
September 2023

Name	Num	Split	Amount	
Expenses				
Treatment Plant Bill Total			**52,387.77**	
Allegheny Valley RR	4142-INV	For Master Meter #2 location	5,544.36	
Allegheny Co Treasurer	MM #9 permit	MM#9 Permit fees	220.00	
American Water	4000267071	June 2032: 78 records	15.00	
Borough of Pleasant Hills Total	2023-08	Payroll and Insurances	63,582.22	
DAC	64998	Annual Fee for Bond Info filing	2,500.00	
Dickie McCamey	10720594	RJB: 7.4 hrs	1,184.00	
Gannett Fleming, Inc.	27357	Monthly Services Fee	400.00	
	27353	Operations Assistance	3,496.78	
	27354	Industrial Users	552.86	
	27355	IPP Annual Report	308.00	
Total Gannett Fleming, Inc.			4,757.64	
Credit Card - M.Majzer	Sam's Club	cleaners, pop	61.72	
	Dante's	Pizza for plant meeting	93.43	
Credit Card - J. Crane	Ebay	Coolling Fan for blower cabinet	261.72	
	Dell	Printer toner	540.74	
	Google	Email	6.42	
Total Credit Card			964.03	
Sub-Total Expenses			**131,155.02**	
Payroll				
Jean L. Crane - Manager	7,150.00	Less Deductions: 2,592.83	4,557.17	
Bruce Beaver - Board Member	300.00	Less Deductions: 65.16	234.84	
Patrick J. Bondi - Board Member	300.00	Less Deductions: 65.16	234.84	
John J. Howley III - Board Member	300.00	Less Deductions: 78.16	221.84	
Jamie Smith - Board Member	300.00	Less Deductions: 65.16	234.84	
James D. Stuncard - Board Member	300.00	Less Deductions: 65.16	234.84	
. Steve Tackett - Board Member	300.00	Less Deductions: 65.16	234.84	
State Workers Insurance Fund	2022-23 Audit	Workers Comp Insurance	20.00	
PMRS	September 2023	Retirement Account	607.75	
United States Treasury	September 2023	Federal Taxes, SS & Medicare	2,899.35	EFT
PA Dept of Revenue	September 2023	State Taxes	274.77	EFT

Name	Num	Split	Amount	
PA - Unemployment Compensation	3rd Quarter	Unemployment	16.28	EFT
Jordan Tax Service	3rd Quarter	Local Income Taxes	232.50	EFT
HAB-LST	3rd Quarter	Local Service Tax	26.00	EFT
Sub-Total Payroll			**10,029.86**	
Total			**141,184.88**	

Actual Expenses Compared to Monthly Budget Amount



Pleasant Hills Authority

September 27, 2023

Bills Submitted for Approval of Payment from Capital Accounts:

	Invoice	Approved	Fund	September	YTD	Total TD
Master Billing Meter Project						
Gannett Fleming, Inc.						
Design		125,000		-	5,000.00	125,000.00
Rights of Way	27587		Constrctn	14.41	543.61	67,045.24
Permits	27587		Constrctn	588.00	2,881.90	44,687.02
Bid Phase		15,000		-	13,028.10	13,028.10
Construction Management	27352	96,000	Constrctn	3,174.72	31,838.40	31,838.40
Construction Observation	27352	184,000	Constrctn	793.65	15,458.69	15,458.69
Subtotal Gannett Fleming, Inc.				4,570.78	68,750.70	297,057.45
W.A. Petrakis (General)		2,274,600		-	-	-
Right Electric (Electric)	Pay App #4	315,200	Constrctn	16,583.76	145,896.66	145,896.66
Subtotal Master Billing Meter Project				**21,154.54**	**214,647.36**	**442,954.11**
Generator Automatic Transfer Switches						
Gannett Fleming						
Study				-	-	5,250.87
Project Management	27358		Cap Acct	260.40	1,109.08	5,042.45
Scott Electric		193,000		-	165,780.12	176,758.38
Subtotal Generator Automatic Transfer Switch		193,000		260.40	166,889.20	187,051.70
Main Equipment Building Renovations						
Gannett Fleming						
Design	27356		Cap Acct	3,675.09	31,346.93	45,570.95
Tennis Roofing	Pay App #1		Cap Acct	8,370.00	8,370.00	8,370.00
Subtotal Main Equipment Building Renovations		-		12,045.09	39,716.93	53,940.95
Commwlth of PA - Pennvest	2023-10	1,001,000	CA->PV	83,251.13	749,260.17	
Total				**116,711.16**	**1,170,513.66**	**683,946.76**

		Req #			
Summary by Fund	Capital Account --> Rev Fund		Cap Acct	12,305.49	206,606.13
	Capital Account --> Pennvest		CA->PV	83,251.13	749,260.17
	Trustee Construction Fund	9	Constrctn	21,154.54	214,647.36
	Trustee Surplus Fund		Surplus	-	-
Total				**116,711.16**	**1,170,513.66**

It was moved by Mr. Smith and seconded by Mr. Tackett to pay the bills as presented including Construction Fund Requisitions No. 9 in the amount of $21,154.54. Motion carried.

The Manager presented the Insurance proposal and discussed the Insurance budget line item. The premium summary is:

Premium Summary	2023-24	2022-23
Company	Travelers Ins Co	Travelers Ins Co
Property	49,294	37,556
Blanket Building Limit	51,805,978	41,804,827
Crime	1,757	1,757
Inland Marine	775	753
General Liability	12,127	13,224
Cyber	5,615	6,545
Employee Benefits Liability	192	192
Public Officials Liability	1,000	1,649
Employment Practices Liability	2,500	3,561
Auto	3,171	2,754
Umbrella	7,988	8,754

South Park, PA
September 27, 2023

Premium Summary	2023-24	2022-23
TOTAL	**84,419**	**76,745**
Savings to Increase Property Deductible (5K -> 10K)	(1,533)	
Revised Total	**82,886**	
Property Premium Increase	31.25%	
Total Premium Increase (with Property Deductible Increase)	8.00%	

The premium increase is primarily due to the $10 million increase in property values, which have been increasing nationwide due to inflation and replacement costs. If the Board chooses to increase the property deductible from $5,000 to $10,000, then there is a premium savings of $1,533. The 2023-24 insurance year will be the fourth year with Travelers Insurance Company, so next year would be a good year to have our agent, Cusumano Insurance Agency, get several quotes from different insurance carriers. However, the appraisal should be accurate prior to approaching the different insurance carriers. The current appraisal has some errors from the project to be corrected and should be updated with the Master Meters as well. The current budget proposal does not include performing a full appraisal, which would add an estimated $9,000 to the budget. There was some discussion about the appraisal and insurance proposal. It was determined to accept the insurance proposal with the increased deductible and to also add the full appraisal to the budget for next year. It was moved by Mr. Howley and seconded by Mr. Tackett to approve the Insurance Proposal from Travelers Insurance Company for the period from October 1, 2023 to September 30, 2024 with the premium amount of $82,886, which includes the increase in the Property Deductible from $5,000 to $10,000. Motion carried.

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

PLEASANT HILLS AUTHORITY
Engineering Report
September 27, 2023

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1. **WWTP SSO Elimination & Capital Improvement Project (055254)**
   a) We are finalizing the drawings for the revisions to the drainage to the rain garden.

2. **Operations Assistance (066828.002)**
   a) We have been developing options for the relocation of the Stage 1 Waste Activated Sludge (WAS) pipe due to a leak that has been discovered in the pipe.

3. **Pretreatment Program (066828.004)**
   a) A summary of the most recent DMR sampling results is attached.
   b) We attended a meeting on September 12th to discuss implementation of a mercury sampling plan to determine the cause of the elevated mercury sampling results.

4. **Generator ATS Project (066828.010)**
   a) The new automatic transfer switching gear has been installed and has been tested as of August 30, 2023.

5. **Main Equipment Building Renovation Project (066828.011)**
   a) The brick parapet re-pointing work has been completed.
   b) Roof replacement is expected to be completed by the end of October.
   c) The new doors and windows are expected to be delivered in early October.

6. **Master Billing Meters Project (063286)**
   a) Job Conference #6 was held on September 6, 2023.
   b) The meters are now expected to be delivered in October 2023 and we are waiting for an updated Construction Progress Schedule from the Contractor.
   c) Change Orders recommended for Approval:
      General Contract
      a. CO 1-1 – Time Only Extension for Substantial Completion Date by 116 days to June 24, 2024 due to delay in meter delivery.
      b. CO 1-2 – Change to round hatches for Meters #1,3,8 and 9 and change cover to hinged assembly for Meter #2 for a total addition of $4,188.66.
      Electrical Contract
      a. CO 2-1 – Time Only Extension for Substantial Completion Date by 116 days to June 24, 2024 due to delay in meter delivery.

7. **Annual Consulting Services (066828.2023)**
   a) The draft of the 2023 Annual Report has been prepared.

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

PLEASANT HILLS AUTHORITY
DMR SAMPLE RESULTS
Year 2023

Approved Local Limits 11/19	6.4 mg/l	0.0062 mg/l	N/A	0.54 mg/l	Test
EPA Effluent Goals	0.0054	0.00005000	0.0184	0.0006	Done By
PHA WWTP Sample Date	Cyanide mg/l	Mercury mg/l	Copper mg/l	Cadmium Mg/l	PACE
1/16/2023	0.0090	0.0000329	0.0077	<0.0018	Cyanide result is an estimated value between MDS and RL. MDL is 0.0046 mg/L. Lab Cd MDL too high. Lab was notified
2/2/2023		0.0005280			X
3/8/2023		0.0002790			
4/5/2023	0.0046	0.0004310	0.0092	< 0.0018	Lab Cd MDL too high. Lab was notified
5/11/2023		0.0000185			
6/16/2023		0.0001670			
7/12/2023	0.0052	0.0001020	0.011	<0.00013	
8/18/2023		0.0000338			

Mr. Dengler reviewed the Pretreatment Program (Item #3 on report). The mercury test results for August were below the limit. Additional mercury testing will be required to determine the source of the mercury. There was some discussion about the mercury sample results and limits. Mr. Dengler stated that the goal is to put together a plan to satisfy the regulatory agencies that the Authority is addressing the problem.

Mr. Dengler reviewed the Generator ATS Project (Item #4 on report). Mr. Dengler stated that we are still waiting for the warranty information prior to issuing the final payment on the project.

Mr. Dengler reviewed the Main Equipment Building Project (Item #5 on report). The roof replacement work began today and should be completed by the end of October. The new doors and windows were expected to be delivered in early October, but the contractor received a notice from the manufacturer that they will be delayed a couple of weeks.

Mr. Dengler reviewed the Master Billing Meter Project (Item #6 on report). The meter delivery has been delayed from July to October, which has resulted in both contracts requiring a contract time extension change order. Additionally, there is a change order for Contract One for modifying the hatch type and design for several meter locations to allow for better access to the meter pit. This change order includes only material costs since the labor to install will be the same. It was moved by Mr. Stuncard and seconded by Mr. Beaver to approve Change Order No. 1 with W. A. Petrakis Contracting for the Master Billing Meter Project Contract One – General for a time only extension of the Substantial Completion date by 116 days to June 24, 2024. Motion carried. It was moved by Mr. Howley and seconded by Mr. Smith to approve Change Order No. 2 with W. A. Petrakis Contracting for the Master Billing Meter Project Contract One – General in the amount of $4,188.66. Motion carried. It was moved by Mr. Tackett and seconded by Mr. Howley to approve Change Order No. 1 with Right Electric for the Master Billing Meter Project Contract Two – Electrical for a time only extension of the Substantial Completion date by 116 days to June 24, 2024. Motion carried. Mr. Bondi asked if the employees would need special training to enter the meter vaults. Mr. Majzer stated that they recently purchased new equipment for confined space entry and that the employees have been trained in the procedures. However, it is rarely needed.

Mr. Dengler reviewed the Annual Report (Item #7 on report). Mr. Dengler stated that there are no large capital projects for next year, however the Engineer recommends that Lewis Run Pump Station be evaluated for any upgrades needed. Mr. Howley asked if there was any way of evaluating how the Authority ranks compared to other wastewater treatment facilities in terms of efficiency of operation. Mr. Dengler stated that PMAA or PWEA may have information regarding this issue. There was some discussion about this issue. The Annual Report will be updated to include the additional amount for the full appraisal. If any Board Member has comments on the Annual Report, please get them to the Manager by Monday. The Manager will then distribute the revised report to the Contracting Municipalities.

South Park, PA
September 27, 2023

Mr. Majzer reviewed the operations through 9/27/2023.

- The plant had an overflow of 507,589 gallons on August 24, 2023 due to an intense storm with over 1" of rain in 1 hour. Both EQ Basins were utilized to hold wastewater. There was no overflow at the Lewis Run EQ Basin.
- There will be a meeting with the PADEP and ACHD on October 25, 2023 to discuss the mercury issue and overflows.
- The WPWPCA plant tour on September 15th went well. Mr. Dengler stated that he had many comments about how well the plant was maintained.
- On September 17th, there was a power failure in the first stage. Several doors were blown off the old MCC panels, but there was no obvious problem. There was no evidence of damaged equipment. The area was tested for H2S or LEL conditions and none were detected. The breakers were reset and power returned to normal.
- With the completion of the Generator ATS project, now there are some SCADA changes upgrades needed to limit the operation of equipment when running on generator power. Rovisys and Bio-Chem have been contacted about making the changes.
- Lanco Electric removed the power monitors from the Pleasant Hills EQ Basin and we are now waiting on the report.
- Mr. Majzer stated that when emergency call-outs occur, he and David Peterson, the Assistant Superintendent, are the people who respond. Mr. Majzer was wondering if Mr. Peterson could take one of the existing trucks home to be able to respond directly to the correct location, if it's not at the treatment plant. Currently, he must go to the plant to get the truck with tools and then go to the alarm location. There was some discussion about this issue. It was determined that there should be a policy in place for Authority vehicle use.

It was moved by Mr. Beaver and seconded by Mr. Stuncard to adjourn the meeting. Motion carried. Meeting adjourned at 8:00 p.m.

Respectfully submitted,



Jean L. Crane
Manager