South Park, PA
October 25, 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, and Smith
Members present via phone:	Messrs. Howley and Tackett
Members absent:	Messrs. Stuncard and Vacancy (1)

Also present: Ronald J. Brown, Esq., representing the Authority Solicitor; Robert W. Dengler, II, 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 27, 2023 were considered. It was moved by Mr. Tackett and seconded by Mr. Howley to approve the meeting minutes of September 27, 2023 as presented. Motion carried.

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

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

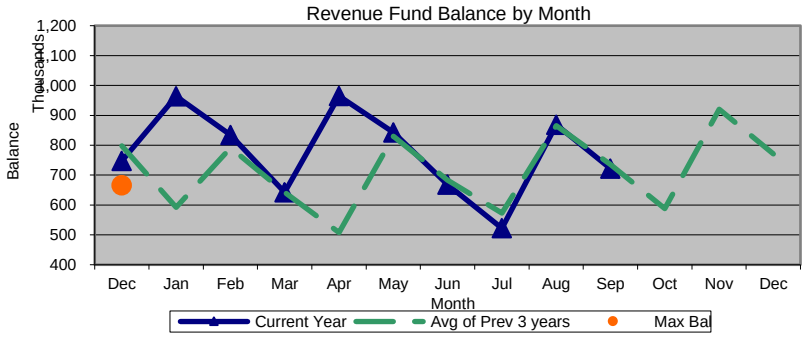
			2023	
	Sep 2023	Aug 2023	YTD	Plan
Capital Fund (Dollar Bank)				
Beginning Balance	**$ 2,121,495**	**$ 1,853,601**	1,915,511	1,915,511
Additions:				
Interest	5,226	5,020	27,368	24,000
Service Fees - Municipalities	-	348,050	1,044,151	1,392,202
Tapping Fees	44,000	-	44,000	20,000
Deposit / Reimbursement	-	-	-	-
Total Additions	$ 49,226	$ 353,070	$ 1,115,520	$ 1,436,202
Deductions:				
Revenue Fund - Capital Exp	12,305	1,926	206,606	350,000
Pennvest Payment	83,251	83,251	749,260	1,001,000
Other	-	-	-	-
Total Deductions	$ 95,557	$ 85,177	$ 955,866	$ 1,351,000
Ending Balance	**$ 2,075,165**	**$ 2,121,495**	**$ 2,075,165**	**$ 2,000,713**
Funds Increased (Decreased) by	**$ (46,330)**	**$ 267,894**		
Trustee Accounts				
Beginning Balance				
Construction Fund	3,201,213	3,338,213	3,305,622	3,305,622
Debt Service Fund	45,568	2,237	-	-
Debt Service Reserve Fund	190,533	189,768	185,500	185,500
Surplus Fund	83,436	83,101	-	-
Total Beginning Balance	$ 3,520,750	$ 3,613,319	$ 3,491,122	$ 3,491,122
Additions:				
Interest	14,794	14,574	111,484	100,000
Debt Service Deposit	-	43,322	129,966	173,288
Other	-	-	81,640	81,640
Total Additions	$ 14,794	$ 57,896	$ 323,090	$ 354,928
Deductions:				
Debt Service Payment	-	-	85,175	173,288
Requisitions	21,155	150,464	214,647	2,400,000
Transfer to Revenue Fund	-	-	-	-
Other	-	-	-	-
Total Deductions	$ 21,155	$ 150,464	$ 299,823	$ 2,573,288
Ending Balance				
Construction Fund	3,193,683	3,201,213	3,193,683	997,222
Debt Service Fund	45,601	45,568	45,601	-
Debt Service Reserve Fund	191,324	190,533	191,324	185,500
Surplus Fund	83,782	83,436	83,782	90,040
Total Ending Balance	**$ 3,514,390**	**$ 3,520,750**	**$ 3,514,390**	**$ 1,272,762**
Funds Increased (Decreased) by	**$ (6,360)**	**$ (92,569)**		

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

South Park, PA
October 25, 2023

Pleasant Hills Authority
Revenue Fund
Month of September 2023

				September 2023
Dollar Bank	Previous Month		$	250,000.00
Less outstanding checks and Electronic Fund Transfers				167,211.97
Actual Cash Balance	Previous Month		$	82,788.03
DEPOSITS:				
Transfers from				
Sweep Account	Monthly summary of daily transfers	217,953.66		
Capital Fund	for Capital bills	12,305.49		
Service Fees Received	Contracting Municipalities	-		
	Contract Customers	1,701.24		
Other	Scrap	90.00		
TOTAL DEPOSITS			$	232,050.39
DISBURSEMENTS:				
O&M Vouchers		145,740.98		
Electronic Fund Transfers		3,448.90		
Capital Vouchers		12,305.49		
Transfers to		-		
Sweep Account		-		
Capital Fund		-		
Trustee		-		
Other		-		
TOTAL DISBURSEMENTS			$	161,495.37
ACTUAL CASH BALANCE	Current Month			**153,343.05**
Add Outstanding Checks and Electronic Fund Transfers				98,448.19
Dollar Bank Balance	Current Month		$	**251,791.24**
REVENUE FUND INVESTMENTS				
Dollar Bank Sweep Account - Principal				560,509.80
Dollar Bank Sweep Account - Accrued Interest (YTD)		1,471.54		8,120.03
TOTAL REVENUE FUND INVESTMENTS				**568,629.83**
TOTAL REVENUE FUND BALANCE (Actual Cash Bal. + Total Invest.)				721,972.88



Pleasant Hills Authority
PENNVEST Account
Month of September 2023

				September 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. Smith and seconded by Mr. Beaver that the Treasurer's report be accepted and placed on file. Motion carried.

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

South Park, PA
October 25, 2023

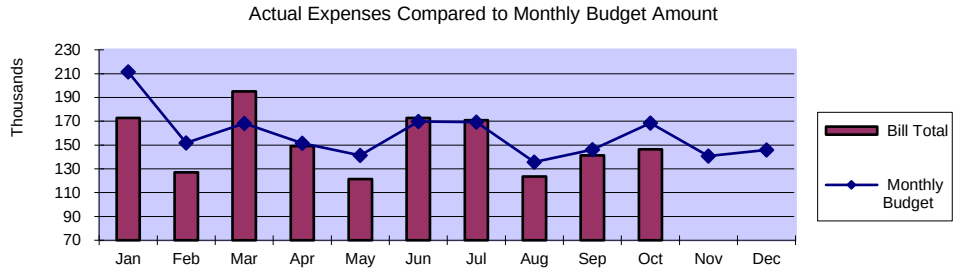
Pleasant Hills Authority
WWTP – Monthly Bills Detail
October 2023

Name	Num	Description	Amount
Utilities - Monthly			
Electricity			
West Penn Power WWTP	2023-09	187763 kWh, 33 days	12,983.27
Duquesne Light LRPS	2023-09	34626 kWh, 9/21/23	4,969.37
Duquesne Light SDPS	2023-10	879 kWh, 10/5/23	210.80
Natural Gas			
Peoples Gas	2023-10	192.2 mcf, 10/10/23	809.08
IGS Energy	411080	206.7 mcf	911.08
Phone			
Full Service Network	34	phone and internet	310.93
AT&T Mobility		cell phones	134.25
Water			
PA Am Water FIRE	2023-09		124.47
PA Am Water LRPS	2023-10		512.73
PA American Water SDPS	2023-10	0 gal	18.50
PA American Water WWTP	2023-10	6500 gal, 29 days	230.35
Total Utilities			**21,214.83**
Bills - Monthly			
Aqua Filter Fresh	1404105	spring water (10)	87.80
Cintas	5 inv	uniforms	928.15
CWM Environmental	2305155	September daily samples	4,728.00
Daniel's	2023-09	Misc Supplies	66.24
PA One Call	1025426	46 mapped rate	120.06
Waste Management - Garbage	3884139-0067-0		250.00
Waste Management - Sludge	3884289-0067-3	5 loads	5,277.45
WEX	92326511	7 fill-ups: 131.16 gal	407.24
Bills - Miscellaneous			
Advance Auto Parts	6061328320957	oil and filters for 3 trucks	214.66
Core & Main	T550314	Primary pump: check valve repla...	1,784.00
HCS Instrumentation	3310	Annual Flow meter calibration	1,216.52
Image Specialties	11215	PHA hats (24)	371.00
Konecranes	154901810	Annual Hoist Inspection	1,500.00
Lowes	986267	Misc supplies/tools	79.96
Michael Majzer	Exp 2023-10	Certification Renewal Fee	60.00
PA Dept Labor & Industry-B	1207770	Plant Boiler and Vessel Annual Cert	442.16
Point Spring	I-INV-12031	LRPS: Pump U-joint repair	690.73
Pro-am Safety	111130	earplugs	14.22
Rittertech	c79336-001	backhoe hose	74.57
Robert Berish	Exp 2023-09	Ind Wastewater Treatment - Instr...	190.00
Sherwin Williams	6537-3	paint supplies	133.63
Shiloh Service	1123911-IN	Manager Computer	1,085.00
Sunray Elec Supply	2 inv	Headworks flow meter: repair wires	359.73
T&R Automotive	12520	2021 Ford F-150 Inspection	51.95
Total Treatment Plant Bills			**41,347.90**
O&M Agreements Reimburseable Expenses			
HCS Instrumentation	3310	7710 · Baldwin Expenses	346.10
HCS Instrumentation	3310	7720 · Pleasant Hills Expenses	346.10
Total Reimburseable Expenses			**692.20**

Pleasant Hills Authority
Revenue Fund – Monthly Bills Detail
October 2023

Name	Num	Split	Amount	
Expenses				
Treatment Plant Bill Total			**41,347.90**	
Borough of Pleasant Hills	2023-09	payroll and insurances	63,881.70	
	3rdQtr23	Invoices: 12, Payroll: 84 @ $8.75	840.00	
Borough of Pleasant Hills Total			64,721.70	
Gannett Fleming, Inc.	28014	WWTP SSO Support	2,026.64	
	28009	Operations Assistance	2,898.09	
	28010	Industrial Users	2,243.64	
	28012	Monthly Retainer	400.00	
Total Gannett Fleming, Inc.			7,568.37	
Credit Card - M.Majzer	Home Depot	Generator ethernet coupler	13.96	
	Best Buy	Cat-6 wire & spare ethernet coupler	89.96	
	Sam's	Plant tour bottled water	8.98	
	Fluidraulics	kits for channel solenoids (2)	732.79	
	WPWPCA	Majzer October tour/meeting	37.00	
Credit Card - J. Crane	Google	Email	6.42	
	Amazon	Bug zapper light bulbs (4)	16.98	
Total Credit Card			906.09	
Travelers	23-24 1st	2023-24 1st Qtrly Installment	18,525.00	EFT
Travelers	Cyber 2023-24	2023-24 Cyber Premium	5,615.00	EFT
Sub-Total Expenses			**138,684.06**	
Payroll				
Jean L. Crane - Manager	7,150.00	Less Deductions: 2,592.81	4,557.19	
PMRS	October 2023	Retirement Account	607.75	
United States Treasury	October 2023	Federal Taxes, SS & Medicare	2,443.95	EFT
PA Dept of Revenue	October 2023	State Taxes	219.51	EFT
Sub-Total Payroll			**7,828.40**	
Total			**146,512.46**	
		Revised/Added		
Transfers to Trustee Accounts				

Surplus Fund	0.00
Debt Service Fund	43,321.98



Pleasant Hills Authority

October 25, 2023

Bills Submitted for Approval of Payment from Capital Accounts:

	Invoice	Approved	Fund	October	YTD	Total TD
Master Billing Meter Project						
Gannett Fleming, Inc.						
Design		125,000		-	5,000.00	125,000.00
Rights of Way	28007		Constrctn	176.40	720.01	67,221.64
Permits	28007		Constrctn	823.20	3,705.10	45,510.22
Bid Phase		15,000		-	13,028.10	13,028.10
Construction Managemnt	28008	96,000	Constrctn	3,384.00	35,222.40	35,222.40
Construction Observation	28008	184,000	Constrctn	47.82	15,506.51	15,506.51
Subtotal Gannett Fleming, Inc.				4,431.42	73,182.12	301,488.87
W.A. Petrakis (General)		2,274,600		-	-	-
Right Electric (Electric)		315,200		-	145,896.66	145,896.66
Subtotal Master Billing Meter Project				**4,431.42**	**219,078.78**	**447,385.53**
Generator Automatic Transfer Switches						
Gannett Fleming						
Study				-	-	5,250.87
Project Management	28013		Cap Acct	104.16	1,213.24	5,146.61
Scott Electric	4033339 -Final	193,000	Cap Acct	16,241.62	182,021.74	193,000.00
Subtotal Generator Automatic Transfer Switch		193,000		16,345.78	183,234.98	203,397.48
Main Equipment Building Renovations						
Gannett Fleming						
Design/Proj Mgmt	28011		Cap Acct	1,893.22	33,240.15	47,464.17
Tennis Roofing	Pay App #2		Cap Acct	69,016.65	77,386.65	77,386.65
Subtotal Main Equipment Building Renovations		-		70,909.87	110,626.80	124,850.82
Commwlth of PA - Pennvest	2023-11	1,001,000	CA->PV	83,251.13	832,511.30	
Total				**174,938.20**	**1,345,451.86**	**775,633.83**

		Req #			
Summary by Fund	Capital Account --> Rev Fund		Cap Acct	87,255.65	293,861.78
	Capital Account --> Pennvest		CA->PV	83,251.13	832,511.30
	Trustee Construction Fund	10	Constrctn	4,431.42	219,078.78
	Trustee Surplus Fund		Surplus	-	-
Total				**174,938.20**	**1,345,451.86**

It was moved by Mr. Howley and seconded by Mr. Beaver to pay the bills as presented including Construction Fund Requisitions No. 10 in the amount of $4,431.42. Motion carried.

Mr. Brown stated that he has reviewed the warranty information from Scott Electric and ABB for the Generator ATS Project. Mr. Brown is satisfied with the warranty protection provided.

The Manager stated that the sewer rate charged to Contract Customers must be increased to comply with the Service Agreement. The Service Agreement states that Contract Customers shall not be charged a rate less than the rate charged to the Contracting Municipalities. The current sewer rate structure is outdated. The current rate structure charges a higher rate for the first 1,000 gallons used per quarter and then a usage rate for any water consumption above 1,000 gallons. Most sewer rates now charge a flat fee plus a usage rate. The challenge in changing the rate structure is balancing the increase between commercial and residential customers while also maintaining a percentage increase in Contract Customer receipts that is higher than the Service Fee increase to the Contracting Municipalities. The Manager reviewed the options with different fixed and usage rates. There was some discussion about the proposed rates. It appears that the best combination is a flat monthly fee of $2.00 plus a usage rate of $8.15 per 1,000 gallons. Resolution No. 334 sets this rate for the Contract Customers. Since the approval of Resolution No. 334 was not on the agenda, a motion is needed to add it to the agenda. It was moved by Mr. Smith and seconded by Mr. Beaver to add the

approval of Resolution No. 334 to the agenda. Motion carried. It was moved by Mr. Tackett and seconded by Mr. Beaver to approve Resolution No. 334 – Directing its Proper Officers to set a Rate Structure for Contract Customers. Motion carried.

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

PLEASANT HILLS AUTHORITY
Engineering Report
October 25, 2023

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.

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. ABB has provided the one-year warranty letter, therefore we can recommend the Authority issue final payment to Scott Electric.

5. **Main Equipment Building Renovation Project (066828.011)**
   a) The new membrane has been installed. Contractor is working on the metal coping.
   b) Some doors have been installed.
   c) Windows are expected to be delivered towards the beginning of November.
   d) CO#1 – For the installation of plywood backing due to unstable and crumbling brick. Cost of this change order is $1,650.

6. **Master Billing Meters Project (063286)**
   a) Job Conference #7 was held on October 4, 2023.
   b) The meters delivery date has been pushed back to November 2023 for partial delivery.

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			
9/14/2023		0.0000243			

Mr. Dengler provided the revised drawings for the drainage to the rain garden to Mr. Majzer (Item #1 on Report). Mr. Majzer will contact some contractors to get prices for the work. Hopefully, the prices are below the sealed bid limit so that the project does not need to be advertised for bids.

Mr. Dengler reviewed the Pretreatment Program (Item #3 on Report). The mercury for the last two months has been below the effluent goal and we are continuing to monitor the mercury from the NIOSH/DOE Interceptor and also working to identify additional locations to monitor. The PADEP cancelled the meeting that was supposed to occur today to discuss the mercury issue. The meeting will be rescheduled in December.

Mr. Dengler reviewed the Generator ATS Project (Item #4 on Report). With the issuance of the warranty letter from Scott Electric, Mr. Dengler recommends that the Authority approve the final payment to Scott

Electric. It was moved by Mr. Howley and seconded by Mr. Tackett to approve the final payment in the amount of $16,241.62 to Scott Electric for the Generator ATS Project. Motion carried.

Mr. Dengler reviewed the Main Equipment Building Renovation Project (Item #5 on Report). For Tennis Roofing, there is a change order for two items: installation of plywood backing due to crumbling brick and additional material cost for a larger metal cap on the parapet. The total change order amount is $1,950. It was moved by Mr. Smith and seconded by Mr. Beaver to approve Change Order #1 for the Main Equipment Building Renovation Project with Tennis Roofing in the amount of $1,950.00. Motion carried.

Mr. Dengler reviewed the Master Billing Meter Project (Item #6 on Report). Mr. Dengler stated that the meter delivery status is currently unknown. Mr. Brown asked when the meters would be used for billing the Contracting Municipalities. The Manager answered that if the meters are installed by June 30, 2024, then the year of monitoring data from July 1, 2024 to June 30, 2025 would be used for the Service Fee calculation for the 2026 Budget year. If the meters are not installed by June 30, 2024, then it would be a year later. The Manager stated that even after the meters are installed, the Contracting Municipalities will still need to provide the water consumption for the Contract Customer rate calculation.

Mr. Dengler stated that the Lewis Run Pump Station is the last major portion of the system that hasn't been evaluated or upgraded. The last major upgrade at the LRPS was 30 years ago. The evaluation would include looking at the equipment and buildings to determine what repairs are needed. The final report would include all the improvements required with a cost estimate. Mr. Bondi asked about the cost for the evaluation. Mr. Dengler stated that the study would cost approximately $25,000. It was moved by Mr. Howley and seconded by Mr. Beaver to authorize the Engineer to perform an evaluation of repairs and upgrades required at Lewis Run Pump Station. Motion carried.

Mr. Majzer reviewed the operations through 10/25/2023.

- The annual flow meter calibrations have been completed.
- The 4th quarter sampling for the Pretreatment Program was completed.
- We are getting prices from different labs for the NPDES and Pretreatment testing. Currently, we are using CWM for the daily tests and Pace for the other testing.
- For the Generator ATS Project, the transfer switches have been installed and tested. Rovisys and Bio-Chem are working on the SCADA changes necessary to limit the equipment running when on generator power. Bio-Chem has already started programming.
- Waiting to hear back from Lanco regarding the power study at the Lewis Run EQ Basin.
- At Baldwin EQ Basin, the odor control system has a split in the carbon tank.

Mr. Trimbath stated that the sewer rates in Pleasant Hills may stay the same or have a slight increase. Mr. Trimbath asked how many vacancies are on the Board. There is currently one vacancy. Mr. Trimbath stated that in general, it is getting harder to fill vacancies on various boards, but they will continue to advertise the position.

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

Respectfully submitted,

Jean L. Crane
Manager