South Park, PA
January 24, 2024

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, and Stuncard
Members present via phone:	None
Members absent:	Messrs. Tackett, Vacancy [1*]

[* Ms. Susan Fancsali was appointed to the Authority Board on December 18, 2023 to replace Mr. Brad Rodeheaver, but resigned in January due to a residency issue.]

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 December 13, 2023 were considered. It was moved by Mr. Stuncard and seconded by Mr. Smith to approve the meeting minutes of December 13, 2023 as presented. Motion carried.

Election of Officers for year 2024 – Chairman & Vice-Chairman

Mr. Bondi opened the floor for nominations the position of Chairman. Mr. Howley nominated Patrick Bondi for the position of Chairman. Mr. Beaver seconded the nomination. The nomination was approved, and Mr. Bondi was declared Chairman. Mr. Bondi opened the floor for nominations the position of Vice-Chairman. Mr. Bondi nominated James Stuncard for the position of Vice-Chairman. Mr. Smith seconded the nomination. The nomination was approved, and Mr. Stuncard was declared Vice-Chairman.

Appointments for 2024

The appointments from 2023 were reviewed.

Treasurer	Jean L. Crane
Assistant Treasurer	Bruce Beaver
Secretary	Jean L. Crane
Assistant Secretary	John J. Howley, III
Solicitor	Dickie, McCamey & Chilcote, P.C.
Consulting Engineers	Gannett Fleming, Inc.
Auditors	Hosack, Specht, Muetzel & Wood LLP
Administrator	Vacant

Mr. Beaver nominated all the 2023 appointees for the offices of the Treasurer, Assistant Treasurer, Secretary, Assistant Secretary, Solicitor, Consulting Engineer and Auditor. Mr. Howley seconded the nominations. All the appointments were approved for the year 2024.

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

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

	Dec 2023	Nov 2023	2023 YTD	2023 Plan
Capital Fund (Dollar Bank)				
Beginning Balance	**$ 2,177,638**	**$ 2,257,999**	1,915,511	1,915,511
Additions:				
Interest	5,176	5,567	43,401	24,000
Service Fees - Municipalities	-	-	1,392,202	1,392,202
Tapping Fees	-	-	44,000	20,000
Deposit / Reimbursement	-	-	-	-
Total Additions	$ 5,176	$ 5,567	$ 1,479,603	$ 1,436,202
Deductions:				
Revenue Fund - Capital Exp	251,949	2,677	548,488	350,000

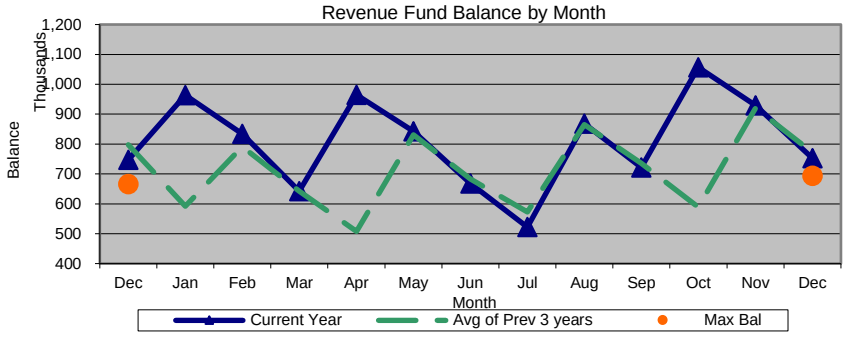
	Dec 2023	Nov 2023	2023 YTD	2023 Plan
Pennvest Payment	83,251	83,251	999,014	1,001,000
Other	-	-	-	-
Total Deductions	$ 335,200	$ 85,928	$ 1,547,501	$ 1,351,000
Ending Balance	**$ 1,847,613**	**$ 2,177,638**	**$ 1,847,613**	**$ 2,000,713**
Funds Increased (Decreased) by	**$ (330,025)**	**$ (80,361)**		
Trustee Accounts				
Beginning Balance				
Construction Fund	3,212,886	3,202,305	3,305,622	3,305,622
Debt Service Fund	96,720	89,108	-	-
Debt Service Reserve Fund	185,500	192,101	185,500	185,500
Surplus Fund	84,478	84,122	-	-
Total Beginning Balance	$ 3,579,584	$ 3,567,637	$ 3,491,122	$ 3,491,122
Additions:				
Interest	14,731	14,910	155,483	100,000
Debt Service Deposit	-	-	173,288	173,288
Other	-	-	81,640	81,640
Total Additions	$ 14,731	$ 14,910	$ 410,411	$ 354,928
Deductions:				
Debt Service Payment	88,113	-	173,288	173,288
Requisitions	2,033	2,964	224,076	2,400,000
Transfer to Revenue Fund	-	-	-	-
Other	-	-	-	-
Total Deductions	$ 90,146	$ 2,964	$ 397,364	$ 2,573,288
Ending Balance				
Construction Fund	3,224,076	3,212,886	3,224,076	997,222
Debt Service Fund	8,992	96,720	8,992	-
Debt Service Reserve Fund	186,276	185,500	186,276	185,500
Surplus Fund	84,825	84,478	84,825	90,040
Total Ending Balance	**$ 3,504,169**	**$ 3,579,584**	**$ 3,504,169**	**$ 1,272,762**
Funds Increased (Decreased) by	**$ (75,415)**	**$ 11,947**		

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

Pleasant Hills Authority
Revenue Fund
Month of December 2023

			December 2023
Dollar Bank	Previous Month	$	-
Less outstanding checks and Electronic Fund Transfers			93,320.02
Actual Cash Balance	Previous Month	$	(93,320.02)
DEPOSITS:			
Transfers from			
Sweep Account	Monthly summary of daily transfers	253,623.04	
Capital Fund	for Capital bills	251,949.05	
Service Fees Received	Contracting Municipalities	-	
	Contract Customers	-	
Other		-	
TOTAL DEPOSITS		$	505,572.09
DISBURSEMENTS:			
O&M Vouchers		156,222.17	
Electronic Fund Transfers		22,766.65	
Capital Vouchers		251,949.05	
Transfers to		-	
Sweep Account		-	
Capital Fund		-	
Trustee		-	
Other		-	
TOTAL DISBURSEMENTS		$	430,937.87
ACTUAL CASH BALANCE	Current Month		**(18,685.80)**
Add Outstanding Checks and Electronic Fund Transfers			268,685.80
Dollar Bank Balance	Current Month	$	**250,000.00**
REVENUE FUND INVESTMENTS			
Dollar Bank Sweep Account - Principal			758,040.31
Dollar Bank Sweep Account - Accrued Interest (YTD)		2,048.72	13,398.72
TOTAL REVENUE FUND INVESTMENTS			**771,439.03**
TOTAL REVENUE FUND BALANCE (Actual Cash Bal. + Total Invest.)			752,753.23

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Pleasant Hills Authority
PENNVEST Account
Month of December 2023

			December 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. Howley that the Treasurer's reports be accepted and placed on file. Motion carried. The Manager reviewed the Revenue Fund Compliance Report. Based on this report, there is $59,439.42 in excess funds in the Revenue Fund as of December 31, 2023. Under the Trust Indenture, this amount must be transferred to the Surplus Fund. It was moved by Mr. Howley and seconded by Mr. Beaver to approve the transfer of the excess $59,439.42 in the Revenue Fund as of 12/31/2023 to the Surplus Fund as required under the Trust Indenture dated 12/7/2022. Motion carried.

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

Pleasant Hills Authority
WWTP – Monthly Bills Detail
January 2024

Name	Num	Description	Amount
Utilities - Monthly			
Electricity			
West Penn Power WWTP	2023-12	207710 kWh, 31 days	14,111.73
West Penn Power WWTP	2024-01	222125 kWh, 31 days	15,418.52
Duquesne Light LRPS	2023-12	42492 kWh, 12/20/23	4,441.98
Duquesne Light SDPS	2024-01	2564 kWh, 1/7/24	349.57
Natural Gas			
Peoples Gas	2024-01	408.8 mcf, 1/12/24	1,666.64
IGS Energy	417782	405.8 mcf	1,787.68
Phone			
Full Service Network	37	phone and internet	310.93
AT&T Mobility	2024-01	cell phones	134.54
Water			
PA Am Water FIRE	2023-12	fire hydrant service	124.47
PA Am Water LRPS	2024-01		305.68
PA American Water SDPS	2024-01	0 gal, 30 days	18.47
PA American Water WWTP	2024-01	3500 gal, 32 days	179.96
Total Utilities			**38,850.17**
Bills - Monthly			
Aqua Filter Fresh	1508789	spring water (6)	54.80
Cintas	5 inv	uniforms	928.15
CWM Environmental	2400371	December daily samples	4,867.20
Daniel's	2023-12	Misc Supplies	19.52
PA One Call	1036468	31 mapped rate	81.53
Waste Management - Garbage	3902118-0067-2		302.50
Waste Management - Sludge	3902277-0067-6	4 loads	4,569.23
WEX	94185381	fill-ups: 5, 80.3 gallons	215.18
Bills - Miscellaneous			

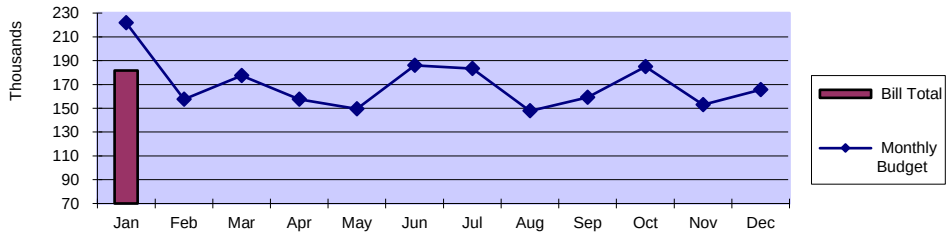
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Name	Num	Description	Amount
Environmental Service Lab	2 inv	NPDES Renewl: add'l testing	688.00
Franks Shoes	3 inv	Voytovich, Feden, Drayer	744.62
G-L Turbo	2 inv	Aeration System tuning /upgrades	3,440.00
Grainger	9951438531	brass hose fittings	361.52
JP Technical	65(1579)	annual lab equipment certification	450.00
Sherwin Williams	2 inv	paint & painting supplies	437.21
Shiloh Service	0277629-IN	IT support Annual fee	8,735.04
USA Bluebook	239775	pH buffers (4.0, 7.0, 8.0, 10), smpl cells	538.85
UV Sales	3186	Trojan UV: 15 bulbs @$325	5,053.00
Warminster Authority	shipping	shipping for UV boards	142.44
WB Mason	243556813	hand soap refill	68.17
Total Treatment Plant Bills			**70,547.13**
O&M Agreements Reimburseable Expenses			
Shiloh Service	0277632-IN	7720 · Pleasant Hills Expenses	351.36
Shiloh Service	0277630-IN	7710 · Baldwin Expenses	351.36
Barrier Protections	246126	7710 · Baldwin Expenses	2,119.90
Total Reimburseable Expenses			**2,822.62**

Pleasant Hills Authority
Revenue Fund – Monthly Bills Detail
January 2024

Name	Num	Split		Amount	
Expenses					
Treatment Plant Bill Total				**70,547.13**	
Borough of Pleasant Hills	2023-12	Payroll/Insurances		92,561.33	
	4thQtr23	Invoices:12, Payroll:72 @$8.75		735.00	
	Permit No 229-2024	Weiss Bros Cold Storage		100.00	
Borough of Pleasant Hills Total				93,396.33	
Dickie McCamey	10741490	RJB: 8.7 hrs		1,392.00	
Gannett Fleming, Inc.	31388	Operations Assistance		312.48	
	31389	Developer Reviews		364.56	
	31390	Industrial Users		1,302.00	
	31393	Monthly Fee		400.00	
	31391	IPP Annual Report		154.00	
Total Gannett Fleming, Inc.				2,533.04	
Credit Card - M.Majzer	Sam's Club	Xmas cookies, shop lights, soap		82.90	
	UPS	H2S monitor shipping		28.73	
	Doridos	Plant Christmas lunch		185.11	
	Dunhams	Majzer boots		99.99	
Credit Card - J. Crane	Google	Email		10.56	
	Network Solutions	Web forwarding subscription		299.86	
	Intuit	Quickbooks sales tax refund		-38.94	
Total Credit Card				668.21	
PMAA	2024 dues	2024 Dues		2,600.00	
WEF	RE90BE	Majzer 2024 dues		135.00	
Zions Bank	2024 fee	Trustee annual fee 2024		2,000.00	
Sub-Total Expenses				**173,271.71**	
Payroll					
Jean L. Crane - Manager	7,370.00	Less Deductions:	2,632.94	4,737.06	
PMAA Insurance	Annual Premium	Life & Disability Ins		362.00	
PMRS	January 2024	Retirement Account		646.45	
United States Treasury	January 2024	Federal Taxes, SS & Medicare		2,477.61	EFT
PA Dept of Revenue	January 2024	State Taxes		226.26	EFT
Sub-Total Payroll				**8,449.38**	
Total				**181,721.09**	
			Revised/Added		
Transfers to Trustee Accounts					
Surplus Fund				59,439.42	
Debt Service Fund				44,056.25	

Actual Expenses Compared to Monthly Budget Amount



Pleasant Hills Authority
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Bills Submitted for Approval of Payment from Capital Accounts:

	Invoice	Approved	Fund	January	YTD	Total TD
Master Billing Meter Project						
Gannett Fleming, Inc.						
Design		125,000		-	45,291.00	170,291.00
Rights of Way				-	-	67,339.24
Permits	31386		Constrctn	13.27	13.27	45,993.89
Bid Phase		15,000		-	-	13,028.10
Construction Management	31387	96,000	Constrctn	1,480.32	1,480.32	40,079.04
Construction Observation	31387	184,000	Constrctn	440.82	440.82	16,979.84
Subtotal Gannett Fleming, Inc.				1,934.41	47,225.41	353,711.11

		Invoice	Approved	Fund	January	YTD	Total TD
W.A. Petrakis (General)			2,274,600		-	-	-
Right Electric (Electric)			315,200		-	-	145,896.66
Subtotal Master Billing Meter Project					**1,934.41**	**47,225.41**	**499,607.77**
Generator Automatic Transfer Switches							
Gannett Fleming							
Study					-	-	5,250.87
Project Management					-	-	5,250.77
Scott Electric			193,000		-	-	193,000.00
Rovisys					-	-	3,490.00
Subtotal Generator Automatic Transfer Switch			193,000		-	-	203,501.64
Main Equipment Building Renovations							
Gannett Fleming							
Design/Proj Mgmt		31392		Cap Acct	1,928.61	1,928.61	51,521.36
Tennis Roofing		Pay App #5		Cap Acct	81,827.14	81,827.14	405,504.08
Subtotal Main Equipment Building Renovations			-		83,755.75	83,755.75	457,025.44
LRPS Upgrades							
Gannett Fleming							
Evaluation					-	-	1,704.12
Contractor					-	-	-
Subtotal Main Equipment Building Renovations			-		-	-	1,704.12
Commwlth of PA - Pennvest		2024-02	1,001,000	CA->PV	83,251.13	83,251.13	
Total					**168,941.29**	**214,232.29**	**1,161,838.97**
			Req #				
Summary by Fund	Capital Account --> Rev Fund			Cap Acct	83,755.75	83,755.75	
	Capital Account --> Pennvest			CA->PV	83,251.13	83,251.13	
	Trustee Construction Fund		13	Constrctn	1,934.41	1,934.41	
	Trustee Surplus Fund			Surplus	-	-	
Total					**168,941.29**	**168,941.29**	

It was moved by Mr. Beaver and seconded by Mr. Smith to pay the bills as presented including Construction Fund Requisition No. 13 in the amount of $1,934.41. Motion carried.

Mr. Brown stated that the draft encroachment agreement was sent to the Taco Bell developers, which delineates our right to access the property to repair the Authority's interceptor sewer line or relocate the line at our option. Mr. Bondi asked if he had heard anything about Baldwin's plan to sell their sewer system. Mr. Brown stated that he has heard nothing further from Baldwin. However, there has been another article about substantial rate increases in areas where the sewer system was sold. There was some discussion about existing and proposed legislation regarding the sale of public sewer systems.

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

PLEASANT HILLS AUTHORITY
Engineering Report
January 24, 2024

1. **WWTP SSO Elimination & Capital Improvement Project (055254)**
   a) The drawings for the revisions to the drainage to the rain garden were provided to a number of contractors and we are waiting on prices to be submitted.

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.
   b) We have looked at the deterioration of electrical conduit in the Primary Clarifiers and are working on a recommendation to correct the situation.
   c) We are in the process of compiling requested information from the data collection request for the Route 51 Flood Study being performed by SHACOG.

3. **Developer Reviews (066828.003)**
   a) We have reviewed the proposed Taco Bell development along Route 51 and are working with the Manager and Solicitor on a draft encroachment agreement.

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

5. **Main Equipment Building Renovation Project (066828.011)**
   a) The Contractor has indicated they are Substantially Complete.
   b) MOTION – CO #5 – Replacement of hollow steel door with aluminum door.
   c) MOTION – CO #6 – Installation of additional metal to cover existing blue panels on front of Main Equipment Building.

6. **Master Billing Meters Project (063286)**
   a) Job Conference #10 was held on January 3, 2023.
   b) Meter #1 has been installed with the exception of restoation and the final electrical work.
   c) The Contractor is planning on proceeding to the installation of Meter #12 at DOE and Meter #9 at Bruceton Station.

7. **Lewis Run Pump Station Evaluation (066828.013)**
   a) We are working on a draft of the evaluation report.

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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			
10/19/2023	<0.0046	0.0000383	0.013	<0.00013	
11/8/2023		0.0000318			
12/8/2023		0.0000261			

Mr. Dengler reviewed the status of the rain garden modifications (Item #1 on report). Only one estimate has been received and it is over the sealed bid threshold. Mr. Brown stated that as long as one estimate is under the threshold, then the project can proceed with that contractor. Mr. Dengler stated that the only estimate was around $44,000 and the sealed bid threshold is $23,200. Mr. Majzer stated that he is still waiting for estimates from W.A. Petrakis and Mele & Mele & Sons.

Mr. Dengler reviewed the Main Equipment Building Renovation Project (Item #5 on report). The Contractor sent a letter indicating that they are Substantially Complete. A preliminary inspection was performed a couple weeks ago with a series of items to be corrected. A Substantial Completion inspection will be completed in the next couple weeks and an official punch list will be determined. The change orders listed in the report are not recommended for action at this time due to inconsistencies in the information submitted for the change orders.

Mr. Dengler reviewed the Master Billing Meter Project (Item #6 on report). The Contractor has started installation of the meters. Meter #1 is installed. The Contractor is going to have a second crew available to start construction as well. With the addition of another crew, the Contractor is looking to start at Baldwin Commons in mid-February. Mr. Dengler stated that they would work with Mr. Brown to contact Baldwin Commons attorney to give notice about work beginning and to set up a preliminary site meeting. Mr. Dengler stated that there is one problem that they have encountered. The meter vendor has stated that there needs to be three conduits from the meter to the rack and the current design only has one conduit. Mr. Dengler has contacted the Electric Contractor, who stated that the two sites (#10 & #12) will be the most problematic due to the length of the run and that installation has already occurred. For the uninstalled sites, the cost increase will primarily be the cost of materials and some additional labor for installation.

Mr. Majzer reviewed the operations through 1/24/2024.

- There was a high TSS on January 9, 2024 due to high flows.
- The Stage 1 Generator panel replacement started today.
- For the replacement of the Trojan UV, Mr. Majzer found a company in Texas that will do a total rebuild at a cost of about $300,000, which would be a significant saving to replacing the entire UV system. The rebuild includes replacing all the components of the system.

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- The PADEP and Allegheny County Health Department cancelled the December meeting to discuss mercury and overflows and have not contacted us regarding another meeting date.
- Mr. Majzer is getting budget prices to replace the sludge heater, since it is not keeping up in the winter anymore.
- SCADA changes were made to the UV Gate controls to prevent the gates from overreacting during high flow events.

Mr. Trimbath reported on the following:

- The PENNDOT project on Curry Hollow Road will be proceeding this spring.
- The project to replace the Pleasant Hills Borough Building will be starting next month with the demolition of the existing building. Mr. Trimbath stated that the existing connection to the Authority interceptor will be plugged and a new tap completed at the end of the project. Mr. Trimbath asked if a new tapping fee would be required. The Manager stated that it would not be required. Mr. Trimbath stated that the temporary Pleasant Hills offices are in the shopping center at the corner of Arbor Lane and Curry Hollow Rd. Mr. Howley asked about jail facilities for the police. Mr. Trimbath stated that the Borough has agreements with neighboring communities to utilize their jail facilities, if necessary.
- Mr. Trimbath stated that the Borough will be working to fill the vacancy on the Board again.

It was moved by Mr. Stuncard and seconded by Mr. Beaver to adjourn the meeting. Motion carried. Meeting adjourned at 7:45 p.m.

Respectfully submitted,

Jean L. Crane
Manager