South Park, PA
January 22, 2025

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, Buzard, Howley, and Stuncard
Members present via phone:	None
Members absent:	Messrs. Smith and Vacancy

Also present: Ronald J. Brown, Esq., representing the Authority Solicitor; Joseph M. Gianvito, P.E. and Eddie F. Trzeciak, representing the Authority Engineer; Jean Crane, Manager; and Michael Majzer, Superintendent; and William Trimbath, representing Pleasant Hills Borough.

The minutes of the meeting of December 11, 2024 were considered. It was moved by Mr. Howley and seconded by Mr. Stuncard to approve the meeting minutes of December 11, 2024 as presented. Motion carried.

Election of Officers for year 2025 – Chairman & Vice-Chairman

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

Appointments for 2025

The appointments from 2024 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

* KLH Engineers, Inc. to be appointed for 2025

Mr. Howley nominated KLH Engineers, Inc. as the Consulting Engineer. Mr. Beaver seconded the nomination. KLH Engineers, Inc. was appointed as the Consulting Engineer. Mr. Stuncard asked if the Administrator position was required. There was some discussion about the position. The Manager will check the By-Laws to determine if the position is required. Mr. Beaver nominated all the 2024 appointees for the offices of the Treasurer, Assistant Treasurer, Secretary, Assistant Secretary, Solicitor and Auditor. Mr. Howley seconded the nominations. All the appointments were approved for the year 2025.

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

Pleasant Hills Authority – Financial Report
December 2024
Statement of Changes in Capital Accounts

			2024	
	Dec 2024	Nov 2024	YTD	Plan
Capital Fund (Dollar Bank)				
Beginning Balance	**$ 1,836,014**	**$ 1,905,048**	1,847,613	1,847,613
Additions:				
Interest	4,635	3,018	42,015	45,000
Service Fees - Municipalities	-	-	999,014	999,014
Tapping Fees	-	16,000	68,000	60,000
Deposit / Reimbursement	-	-	-	-

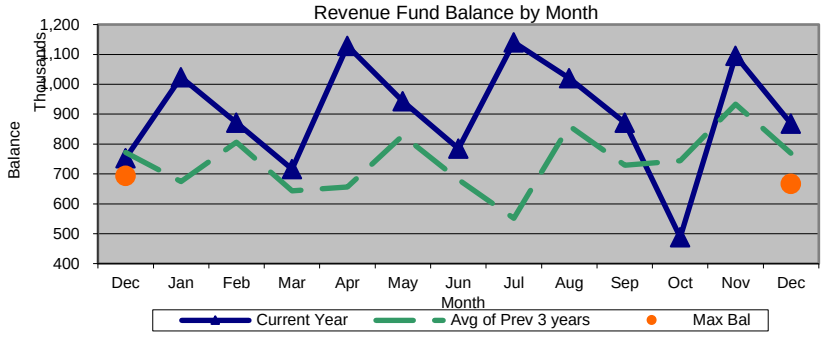
	Dec 2024	Nov 2024	2024 YTD	2024 Plan
Total Additions	$ 4,635	$ 19,018	$ 1,109,029	$ 1,104,014
Deductions:				
Revenue Fund - Capital Exp	98,949	4,801	299,180	350,000
Pennvest Payment	83,251	83,251	999,014	999,014
Other	-	-	-	-
Total Deductions	$ 182,200	$ 88,052	$ 1,298,194	$ 1,349,014
Ending Balance	**$ 1,658,448**	**$ 1,836,014**	**$ 1,658,448**	**$ 1,602,613**
Funds Increased (Decreased) by	**$ (177,565)**	**$ (69,034)**		
Trustee Accounts				
Beginning Balance				
Construction Fund	1,228,452	1,249,721	3,224,076	3,224,076
Debt Service Fund	88,283	44,770	8,992	8,992
Debt Service Reserve Fund	194,827	194,087	186,276	186,276
Surplus Fund	150,389	149,818	84,825	84,825
Total Beginning Balance	$ 1,661,951	$ 1,638,396	$ 3,504,169	$ 3,504,169
Additions:				
Interest	5,900	6,295	116,633	100,000
Debt Service Deposit	-	43,343	165,775	173,288
Other	-	-	159,439	81,640
Total Additions	$ 5,900	$ 49,638	$ 441,847	$ 354,928
Deductions:				
Debt Service Payment	88,113	-	176,225	173,288
Requisitions	3,920	26,082	2,193,972	3,100,000
Transfer to Revenue Fund	-	-	-	-
Other	-	-	-	-
Total Deductions	$ 92,032	$ 26,082	$ 2,370,197	$ 3,273,288
Ending Balance				
Construction Fund	1,228,953	1,228,452	1,228,953	215,676
Debt Service Fund	427	88,283	427	8,992
Debt Service Reserve Fund	195,517	194,827	195,517	186,276
Surplus Fund	150,922	150,389	150,922	174,865
Total Ending Balance	**$ 1,575,819**	**$ 1,661,951**	**$ 1,575,819**	**$ 585,809**
Funds Increased (Decreased) by	**$ (86,132)**	**$ 23,555**		

The Treasurer's reports for the month of December were presented as follows:

Pleasant Hills Authority
Revenue Fund
Month of December 2024

			December 2024
Dollar Bank	Previous Month	$	250,000.00
Less outstanding checks and Electronic Fund Transfers			88,337.71
Actual Cash Balance	Previous Month	$	161,662.29
DEPOSITS:			
Transfers from			
Sweep Account	Monthly summary of daily transfers	202,314.92	
Capital Fund	for Capital bills	98,948.91	
Service Fees Received	Contracting Municipalities	-	
	Contract Customers	-	
Other		-	
TOTAL DEPOSITS		$	301,263.83
DISBURSEMENTS:			
O&M Vouchers		225,878.57	
Electronic Fund Transfers		3,584.69	
Capital Vouchers		98,948.91	
Transfers to		-	
Sweep Account		-	
Capital Fund		-	
Trustee		-	
Other		-	
TOTAL DISBURSEMENTS		$	328,412.17
ACTUAL CASH BALANCE	Current Month		**134,513.95**
Add Outstanding Checks and Electronic Fund Transfers			115,486.05
Dollar Bank Balance	Current Month	$	**250,000.00**
REVENUE FUND INVESTMENTS			
Dollar Bank Sweep Account - Principal			712,762.97
Dollar Bank Sweep Account - Accrued Interest (YTD)		2,099.46	21,121.17
TOTAL REVENUE FUND INVESTMENTS			**733,884.14**
TOTAL REVENUE FUND BALANCE (Actual Cash Bal. + Total Invest.)			868,398.09

South Park, PA
January 22, 2025



Pleasant Hills Authority
PENNVEST Account
Month of December 2024

			December 2024
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. Buzard 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 are $200,967.50 excess funds in the Revenue Fund as of December 31, 2024. Under the Trust Indenture, this amount must be transferred to the Surplus Fund. It was moved by Mr. Beaver and seconded by Mr. Stuncard to approve the transfer of the excess of $200,967.50 in the Revenue Fund as of 12/31/2024 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 2025

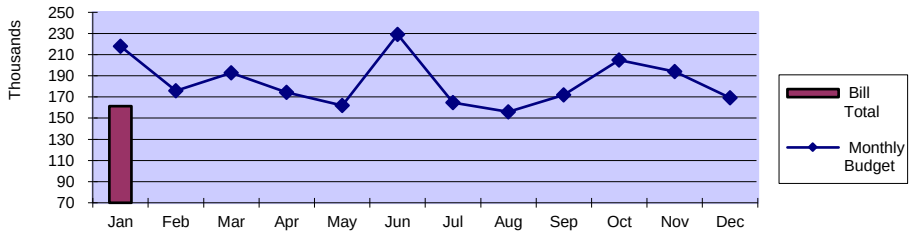
Name	Num	Description	Amount
Utilities - Monthly			
Electricity			
West Penn Power WWTP	2025-01		21,152.78
Duquesne Light LRPS	2025-01		5,812.45
Duquesne Light SDPS	2024-12	3738 kWh, 33 days	476.99
Duquesne Light Meters	2024-12	578 kWh, 31 days	171.83
West Penn Power Meters	2024-12	692 kWh, 31 days	131.82
Natural Gas			
Peoples Gas	2025-01	557.1 mcf, 1/10/25	2,726.96
IGS Energy	445261	516.5 mcf	2,270.78
Phone			
Full Service Network	49	phone and internet	311.83
AT&T Mobility	2025-01	cell phones	135.53
Water			
PA Am Water FIRE	2024-12	Fire Hydrant Service	139.88
PA Am Water LRPS	2025-01	36000 gal, 34 days	542.89
PA American Water SDPS	2025-01	0 gal	19.30
PA American Water WWTP	2025-01	3400 gal, 31 days	191.66
Total Utilities			**34,084.70**
Bills - Monthly			
Aqua Filter Fresh	1900646	Spring water (5)	46.75
Cintas	4 inv	uniforms	1,057.90
Pace Analytical	2 inv	Daily tests: 11/14-12/18 & sludge (9)	4,283.00
PA One Call	1083165	15 mapped rate	34.50
Waste Management - Garbage	3972733-0067-3		369.05
Waste Management - Sludge	3972920-0067-6	5 loads	6,697.16
WEX	101936225	fill-ups: 5, 70.64 gal	184.23
Bills - Miscellaneous			

Name	Num	Description	Amount
Cintas FAS		First Aid Supplies	86.50
Franks Shoes	3 inv	Lapin, Feden, Hasek	975.00
Grainger	2 inv	pallet jack (replaced), bib overalls	730.33
JP Technical	65 (1611)	Annual lab equipment certification	450.00
Konecranes	155121076	Repair Maint Bldg, HW diagnose	2,547.83
Mosebach Electric	5941-1096163	Channel Blowers control fuses	916.90
Pace Analytical	245333380	November Mercury (5)	1,155.00
Precision Odor	14371	Odor Control solution (5gal)	3,725.00
Ryan Automotive	178227	Explorer - Tires (4)	579.40
Shiloh Service	0284596-IN	2025	8,425.20
USA Bluebook	2 inv	lab supplies	276.54
WB Mason	251590959	Hand soap 50 oz 6pk	41.49
Total Treatment Plant Bills			**66,666.48**
O&M Agreements Reimburseable Expenses			
Shiloh Service	0284595-IN	7710 · Baldwin Expenses	397.50
Shiloh Service	0284594-IN	7720 · Pleasant Hills Expenses	397.20
Total Reimburseable Expenses			**794.70**

Pleasant Hills Authority
Revenue Fund – Monthly Bills Detail
January 2025

Name	Num	Split		Amount
Expenses				
Treatment Plant Bill Total				**66,666.48**
Borough of Pleasant Hills	2024-12	Payroll and Insurances		55,646.65
	4thQtr24	Invoices (9), Payroll (55) @$8.88		568.32
Borough of Pleasant Hills Total				56,214.97
Dickie McCamey	10807887	RJB: 2.9 hrs		464.00
Gannett Fleming, Inc.	45946	Operations Assistance		273.70
	45947	Industrial Users		360.36
	45949	Monthly Fee		400.00
	45948	Rain Garden Impr		1,767.76
Total Gannett Fleming, Inc.				2,801.82
KLH Engineers	83171	SCADA Service (site visit)		1,885.60
Credit Card - M.Majzer	Sam's	Meeting Cookies, paper towels		35.24
	UPS Store	Oxy/Gas Meter calibration		22.29
	Giant Eagle	plant Christmas lunch		30.46
	Dunhams	Majzer boots		99.99
	White cap	Hard hat		14.33
	Home Depot	Cleaning supplies		81.29
Credit Card - J. Crane	Amazon	pump		380.99
	Storm's	Plant Christmas Lunch		187.55
Total Credit Card				852.14
PMAA	2025 Dues	2025 Dues		2,600.00
Travelers	24-25 2nd	Insurance 2nd Installment		20,814.00
Sub-Total Expenses				**152,299.01**
Payroll				
Jean L. Crane - Manager	7,800.00	Less Deductions:	2,706.53	5,093.47
PMAA Insurance	Annual Prem.	Life & Disability Ins		362.00
PMRS	January 2025	Retirement Account		683.00
United States Treasury	January 2025	Federal Taxes, SS & Medicare		2,543.40
PA Dept of Revenue	January 2025	State Taxes		239.46
Sub-Total Payroll				**8,921.33**
Total				**161,220.34**
			Revised/Added	
Transfers to Trustee Accounts				
Debt Service Fund				
Surplus Fund	2024	Revenue Fund Compliance		200,967.50

Actual Expenses Compared to Monthly Budget Amount



Pleasant Hills Authority
January 22, 2025

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		-	-	125,000.00
Rights of Way				-	-	67,339.24
Permits				-	-	48,514.17
Bid Phase		15,000		-	-	13,028.10
Construction Management	45945	96,000	Constrctn	2,530.40	2,530.40	98,530.40
Construction Observation		184,000		-	-	96,780.30
GeoTechnical Work		18,000		-	-	4,777.67
Subtotal Gannett Fleming, Inc.				2,530.40	2,530.40	449,192.21

South Park, PA
January 22, 2025

		Invoice	Approved	Fund	January	YTD	Total TD
W.A. Petrakis (General)		Pay App #7	2,292,495	Constrctn	5,999.80	5,999.80	1,847,609.66
Right Electric (Electric)			387,522		-	-	353,305.29
Halliday Products					-	-	6,535.24
Subtotal Master Billing Meter Project					**8,530.20**	**8,530.20**	**2,656,642.40**
LRPS Upgrades							
Gannett Fleming		Evaluation	25,000		-	-	22,404.94
Contractor					-	-	-
Subtotal LRPS Upgrades			25,000		-	-	22,404.94
Trojan UV Rebuild							
Kingdom Technology Serv		30% on order	465,000	Cap Acct	139,500.00	139,500.00	139,500.00
SCADA Revisions					-	-	-
Subtotal Trojan UV Rebuild			465,000		139,500.00	139,500.00	139,500.00
Commwlth of PA - Pennvest		2025-02	1,025,409	CA->PV	83,251.13	83,251.13	
Total					**231,281.33**	**231,281.33**	**2,818,547.34**
			Req #				
Summary by Fund	Capital Account --> Rev Fund			Cap Acct	139,500.00	139,500.00	
	Capital Account --> Pennvest			CA->PV	83,251.13	83,251.13	
	Trustee Construction Fund		25	Constrctn	8,530.20	8,530.20	
	Trustee Surplus Fund			Surplus	-	-	
Total					**231,281.33**	**231,281.33**	

It was moved by Mr. Howley and seconded by Mr. Buzard to pay the bills as presented including Construction Fund Requisition No. 25 in the amounts of $8,530.20. Motion carried.

Mr. Brown stated he had reviewed the agreement with KLH Engineers and provided comments.

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

PLEASANT HILLS AUTHORITY
Consulting Engineer's Report
January 22, 2025

Consulting Engineer Transition
KLH met with PHA on January 7, 2025, to begin discussions on transition of consulting engineering services to KLH. KLH provided a list of items for PHA to request from Gannett Fleming.

2024 Annual Wasteload Management (Chapter 94) Report
KLH has begun work on PHA's 2024 Chapter 94 report as required by DEP.

NPDES Permit Mercury Limit
KLH will attend a meeting with DEP and PHA on January 28 to discuss ongoing mercury exceedances.

Respectfully submitted,
/Joseph M. Gianvito /s
Jooseph M. Gianvito, P.E.

There was some discussion about the meeting with the DEP regarding the mercury issues.

The Manager stated that the LRPS Upgrade Project will require Majority Consent from the Contracting Municipalities. The letter to the Contracting Municipalities regarding this issue should be sent by June this year, so that the project funds can be factored into the Capital Budget for the 2026 Service Fees. Mr. Beaver asked about the financing for the project. The Manager stated that the options are to either finance it (bond/loan), or preferably, spread the project financing over three years in the annual Capital Budget (2026-2028). The 2025 Capital Budget is $600,000 and would probably increase by $150,000 to incorporate collecting the funds for the project. The amount in the Surplus Fund and excess Master Meter Project funds (estimated to be $800,000) can also be used for the LRPS Upgrade Project. Mr. Brown asked when the Master Meters would be used to determine the Service Fee portion. The Manager stated that the 2027 Service Fees would use the percentages based on the Master Meters. There was some discussion about the project and equipment selection. Mr. Gianvito stated that different pump options can be evaluated for effectiveness and cost.

Mr. Majzer reviewed the operations through 1/22/2025.

- For the Master Meter Project, the Contractor is scheduled to start on the last two meter sites near the railroad next week.
- JP Environmental completed the installation of the 1st Stage WAS line on 12/13/24.
- The 2nd Stage air flow meter was sent out for repair.

- For the Rain Garden Improvement Project, the final inspection from the Allegheny County Conservation District was completed on 12/18/24. We received the Notice of Termination approval letter for the project, so all requirements are complete. Mr. Bondi will recommend some plants for the Rain Garden in the spring.
- SCADA and WIN-911 software upgrades are needed at both the plant and EQ Basins. These upgrades will require hardware upgrades as well. Mr. Majzer is currently getting prices.
- Two gates have been ordered for the 1st Stage Effluent line to help when cleaning.
- Gary Hasek started on 12/30/24 as an Operator. Mike Voytovich was approved for long-term disability.
- For the Trojan UV Replacement Project, we had a conference call to discuss starting the project. Kingdom Technology Services is a COSTARS supplier. It was moved by Mr. Howley and seconded by Mr. Beaver to award the contract for the Trojan UV Replacement Project to Kingdom Technology Services for $465,000 and to approve the initial payment of $135,000. Motion carried.

Mr. Trimbath expressed relief that the Master Meter Project is nearing completion. The Manager stated that the project was discussed at the Quarterly Engineers Meeting and the engineers will be set up with access to the Mission Communications system to see the data. Additionally, the loss of data when the level drops below 10% of the diameter was discussed during the meeting. The Manager stated that Meter #9 has this problem the most. Meter #9 is on Cochran Mill Road in front of Bruceton Station. When this situation occurs at any meter in the system, the Manager proposed that the flow from all meters be removed from the percentage calculation during this time. This mechanism would maintain the percentage calculation for the Service Fee proportionate share. There was some discussion about the use of the flow data as required by the Service Agreement.

Mr. Trimbath stated that PennDOT will be starting on the Route 51 repaving project starting at Coal Valley and work north toward the Cloverleaf.

Mr. Trimbath stated that the new ordinance for lateral inspection on the sale of a home is now in effect.

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

Respectfully submitted,

Jean L. Crane
Manager