

CLAIRTON MUNICIPAL AUTHORITY

BOARD OF DIRECTORS MEETING

April 16, 2020

Meeting called to order at 6:10 PM by Jim Cerqua.

Executive Session was held at 5:00 P.M. until 6:10 P.M. to discuss personnel and litigation.

	Present	Absent
<u>Roll Call</u>		
John Vitullo	<u> X </u>	<u> </u>
Doug Ozvath	<u> X </u>	<u> </u>
Susan Vigliotti	<u> X </u>	<u> </u>
Nick Nickolich	<u> X </u>	<u> </u>
Jim Cerqua	<u> X </u>	<u> </u>

Administration/Professional

- Brian Secrest, Superintendent
- Jim Hannan, P.E., Finance Director
- Gary Matta, Solicitor
- Joe DeFonso, Solicitor
- John Mowry, KLH Engineers

Citizens Comments

This meeting was conducted via conference phone call due to the pandemic caused from the COVID-19 Virus. Public Comments on the agenda were asked for by the posting of the agenda on the Authority web site www.clairtonmunicipalauthority.org. Public comments were solicited through a special e-mail response set up at info@ClairtonMunicipalAuthority.org. Any comment received will be addressed at the next regular meeting. This process will be refined in the future to allow for public listening of the regular meeting on-line. The recording of this meeting will be posted on the Authority web site. As of the date of the preparation of these minutes no comments were received.

Nick Nickolich moved, and Susan Vigliotti seconded the motion to approve the minutes from the March 19, 2020 Board Meeting. The motion carried 5-0.

Nick Nickolich moved, and Doug Ozvath seconded the motion to approve the paying of the bills from March 20, 2020 – April 16, 2020. The motion carried 4-1. Mr. Nickolich abstained on the Nickolich Sanitation invoice. Susan Vigliotti voted no on the motion.

Doug Ozvath moved, and Susan Vigliotti seconded the motion to approve the Year to Date Income Statements for Treatment and Collections. The motion carried 5-0.

Nick Nickolich moved, and Doug Ozvath seconded the motion to approve Collection System Billing Summary. The motion carried 5-0.

Nick Nickolich moved, and Susan Vigliotti seconded the motion to approve the 2019 Audit and authorizing its publishing by the Finance Director. The motion carried 5-0.

Nick Nickolich moved, and John Vitullo seconded the motion to approve the proposal from Maher Duessel CPA's to prepare the Agreed Upon Procedures Report for the 2019 fiscal year in accordance with their proposal dated April 13, 2020. The motion carried 5-0.

Nick Nickolich moved, and Doug Ozvath seconded the motion to approve the request submitted by John Mowry of KLH Engineers for Requisition #348-B in the amount of \$10,232.12. Motion carried 5-0

Doug Ozvath moved, and John Vitullo seconded the motion to approve a Resolution to Amend the Rates, Charges, Billing, and Collections Resolution to address excessive delinquent sewer charges. The motion carried 5-0.

Don Ozvath moved, and John Vitullo seconded the motion to approve the tap agreement between Villas of South Park, South Park Township, and the Clairton Municipal Authority. The motion carried 5-0

John Vitullo moved, and Nick Nickolich seconded the motion to adjourn at 6:27 PM. The motion carried 5-0.


SECRETARY

CLAIRTON MUNICIPAL AUTHORITY

BOARD OF DIRECTORS

Regular Monthly Meeting

Thursday April 16, 2020

5:00 P.M.

AGENDA

Roll Call and Pledge of Allegiance

1. Comments from the Public
 2. Approval of Minutes
 - a. Motion to approve the minutes from the Regular Board Meeting of March 19, 2020.
 3. Motion to approve the bills
 4. Motion to approve the Year to Date Income Statements for both Treatment and Collection.
 5. Motion to approve Collection System Billing Summary.
 6. Finance Report
 - a. Motion to approve of the 2019 audit and authorizing its publishing by the Finance Director.
 - b. Motion to approve the proposal from Maher Duessel CPA's to prepare the Agreed upon Procedures Report for the 2019 fiscal year. In accordance with their proposal dated April 13, 2020.
 7. Collection & Operation Report
 8. Engineer's Report
 - a. Motion to approve the request submitted by John Mowry of KLH, for Requisition #348B in the amount of \$10,232.12.
 9. Solicitor's Report
 - a. Motion to approve a resolution to amend the Rates, Charges, Billing, and Collections Resolution to address excessive delinquent sewer service charges.
 10. New Business
 11. Old Business
- Motion to Adjourn

CMA
MEETING Check Register
For the Period From Mar 20, 2020 to Apr 16, 2020

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
7023	4/3/20	A&H EQUIPMENT	10310-G	72.94
7024	4/3/20	ACTION SUPPLY PR	10310-G	246.71
7025	4/3/20	ALLMAX SOFTWARE	10310-G	1,360.00
7026	4/3/20	AMERICAN WATER	10310-G	1,650.00
7027	4/3/20	Applied Industrial Tec	10310-G	567.15
7028	4/3/20	AQUA FILTER FRES	10310-G	171.63
7029	4/3/20	BURNS INDUSTRIAL	10310-G	1,135.14
7030	4/3/20	COLUMBIA GAS OF	10310-G	434.40
7031	4/3/20	COMCAST BUSINES	10310-G	532.63
7032	4/3/20	DODARO, MATTA &	10310-G	12,811.25
7033	4/3/20	DTI Development	10310-G	6,000.00
7034	4/3/20	DUQUESNE LIGHT	10310-G	173.68
7035	4/3/20	ELIZABETH ELECTR	10310-G	292.19
7036	4/3/20	FAYETTE PARTS SE	10310-G	221.95
7037	4/3/20	FAYETTE WASTE L	10310-G	93.71
7038	4/3/20	GRAINGER	10310-G	333.48
7039	4/3/20	HAMBURG OVERHE	10310-G	660.00
7040	4/3/20	HENDERSON PEST	10310-G	90.00
7041	4/3/20	HOME DEPOT	10310-G	1,308.97
7042	4/3/20	HORIZON	10310-G	733.00
7043	4/3/20	LINK COMPUTER C	10310-G	1,244.55
7044	4/3/20	Madison National Life	10310-G	3,241.62
7045	4/3/20	MCMASTER-CARR	10310-G	894.06
7046	4/3/20	NICKOLICH SANITA	10310-G	28,552.50
7047	4/3/20	PA AMERICAN WAT	10310-G	1,420.10
7048	4/3/20	PC TIRE & FOAMFIL	10310-G	78.47
7049	4/3/20	Pioneer Research	10310-G	641.60
7050	4/3/20	PITNEY BOWES GL	10310-G	1,251.39
7051	4/3/20	PREMIER SAFETY	10310-G	4,565.00
7052	4/3/20	Quill.com	10310-G	134.26
7053	4/3/20	RC WALTER & SON	10310-G	204.34
7054	4/3/20	SAMS CLUB	10310-G	17.45

CMA
MEETING Check Register
For the Period From Mar 20, 2020 to Apr 16, 2020

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
7055	4/3/20	SHILOH SERVICE, I	10310-G	1,864.25
7056	4/3/20	SNYDER BROTHER	10310-G	290.29
7057	4/3/20	THE SHERWIN WIL	10310-G	34.17
7058	4/3/20	TRUMBULL INDUST	10310-G	380.00
7059	4/3/20	UNITED LABS	10310-G	670.53
7060	4/3/20	VERIZON WIRELES	10310-G	223.71
7061	4/3/20	WC WEIL COMPAN	10310-G	1,550.00
7062	4/3/20	Web-Makeovers	10310-G	150.00
7063	4/3/20	WEX BANK	10310-G	1,009.50
7064	4/16/20	AIRGAS USA, LLC	10310-G	139.24
7065	4/16/20	BADE INCORPORAT	10310-G	288.75
7066	4/16/20	BISSNUS INC	10310-G	1,583.21
7067	4/16/20	C. GREGG BOYCE	10310-G	200.00
7068	4/16/20	CINTAS	10310-G	860.23
7069	4/16/20	COMCAST	10310-G	1,472.73
7070	4/16/20	DRNACH ENVIRON	10310-G	24,891.00
7071	4/16/20	DRV, Incorporated	10310-G	414.26
7072	4/16/20	DUQUESNE LIGHT	10310-G	1,135.37
7073	4/16/20	FNB Commercial Cre	10310-G	200.13
7074	4/16/20	GRAINGER	10310-G	65.09
7075	4/16/20	Groff Tractor & Equip	10310-G	277.14
7076	4/16/20	Guy Benack	10310-G	200.00
7077	4/16/20	HACH COMPANY	10310-G	1,082.00
7078	4/16/20	HENWIL CORPORA	10310-G	6,437.70
7079	4/16/20	IEH AUTO PARTS LL	10310-G	203.06
7080	4/16/20	KLH ENGINEERS, IN	10310-G	7,249.35
7081	4/16/20	KRISTINA WILLIAMS	10310-G	132.36
7082	4/16/20	MAHER DUESSEL	10310-G	5,000.00
7083	4/16/20	Matheson Tri-Gas	10310-G	68.75
7084	4/16/20	MCMASTER-CARR	10310-G	65.07
7085	4/16/20	MEIT	10310-G	27,465.36
7086	4/16/20	MODEL UNIFORMS	10310-G	612.40

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MEETING Check Register
For the Period From Mar 20, 2020 to Apr 16, 2020

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Check #	Date	Payee	Cash Account	Amount
7087	4/16/20	PA AMERICAN WAT	10310-G	99.09
7088	4/16/20	PASTORE PLUMBIN	10310-G	6,000.00
7089	4/16/20	PENNSYLVANIA ON	10310-G	38.50
7090	4/16/20	PRECISION COPY P	10310-G	1,014.78
7091	4/16/20	PRECISION ODOR	10310-G	879.50
7092	4/16/20	RAMON MILLIGAN	10310-G	500.00
7093	4/16/20	RONDINELLI, DEBO	10310-G	400.00
7094	4/16/20	SAMS CLUB	10310-G	320.71
7095	4/16/20	UNISAFE	10310-G	305.70
7096	4/16/20	US Asset Manageme	10310-G	313.11
Total				<u>167,221.21</u>

CMA
Year to Date Income Statement
WWTP Budget to Actual
For the Three Months Ending March 31, 2020
Percent of Year 25% (3 months / 12 months)

	Current Year Actual	Current Year Budget	Remaining Amount	Percent Expended
Revenues				
Clairton Collecti/Debt Service	\$ 297,938.49	\$ 1,191,696.00	893,757.51	25.00
Jefferson Hills Debt Service	232,161.48	928,646.00	696,484.52	25.00
Petersan WWTP Debt Service	200,276.64	801,107.00	600,830.36	25.00
South Park Debt Service	36,100.38	144,402.00	108,301.62	25.00
Total Debt Service Revenues	766,476.99	3,065,851.00	2,299,374.01	25.00
Clairton Collec/Operation/Main	0.00	1,191,754.00	1,191,754.00	0.00
Jefferson Hills Operation/Main	261,580.00	928,691.00	667,111.00	28.17
Petersan Operation/Maint	256,780.00	801,146.00	544,366.00	32.05
South Park Operation/Maint	52,720.00	144,409.00	91,689.00	36.51
Total Consumption Revenues	571,080.00	3,066,000.00	2,494,920.00	18.63
Other Revenue				
Sludge Acceptance	28,379.80	140,000.00	111,620.20	20.27
Miscellaneous Income	10.55	0.00	(10.55)	0.00
Collection Office Rent	0.00	12,000.00	12,000.00	0.00
Interest Income	12,576.93	12,000.00	(576.93)	104.81
Investment Interest	(82,652.72)	80,000.00	162,652.72	(103.32)
Capacity Fees	16,989.00	50,000.00	33,011.00	33.98
Total Other Revenues	(24,696.44)	294,000.00	318,696.44	(8.40)
Total Revenues	\$ 1,312,860.55	\$ 6,425,851.00	5,112,990.45	20.43
Expenses				
Office Expenses	\$ 1,823.22	\$ 13,250.00	11,426.78	13.76
Treatment Supplies & Chemicals	51,941.18	103,100.00	51,158.82	50.38
Treatment Sludge Disposal	77,604.89	315,000.00	237,395.11	24.64
Flow Monitoring Data & Fees	34,861.00	144,000.00	109,139.00	24.21
Equipment	22,769.83	265,600.00	242,830.17	8.57
Maintenance & Repair	20,096.71	202,450.00	182,353.29	9.93
Vehicle Expense	3,841.91	27,000.00	23,158.09	14.23
Utilities	80,201.88	393,800.00	313,598.12	20.37
Wages & Taxes	239,291.05	825,746.00	586,454.95	28.98
Employee Benefits	68,307.50	421,050.00	352,742.50	16.22
Conference & Memberships	1,310.26	33,200.00	31,889.74	3.95
Professional Services	84,985.21	147,538.00	62,552.79	57.60
Insurance	73,478.00	110,000.00	36,522.00	66.80
Total Operating Expenses	760,512.64	3,001,734.00	2,241,221.36	25.34
Total Debt Payments				
Series B Bond Interest Expense	0.00	2,030,850.00	2,030,850.00	0.00
Series B Bond Principal	0.00	1,035,000.00	1,035,000.00	0.00
Debt Service Coverage - 10%	0.00	306,562.00	306,562.00	0.00
Total Debt Payments	0.00	3,372,412.00	3,372,412.00	0.00
Total Expenses	760,512.64	6,374,146.00	5,613,633.36	11.93
Over/Under Budget	\$ 552,347.91	\$ 51,705.00	(500,642.91)	1,068.27

For Management Purposes Only

CMA
 Year to Date Income Statement
 Collection Budget to Actual
 For the Three Months Ending March 31, 2020
 Percent of Year 25% (3 month /12 months)

	Current Year Actual	Current Year Budget	Remaining Amount	Percent Expended
Revenues				
Residential Flat Rate	\$ 420,040.49	\$ 1,658,400.00	1,238,359.51	25.33
Commerical Flat Rate	35,805.39	178,000.00	142,194.61	20.12
Alleg Housing Flat Rate	28,800.00	115,200.00	86,400.00	25.00
School Flat Rate	5,400.00	21,600.00	16,200.00	25.00
USS Flat Rate	214,950.00	859,800.00	644,850.00	25.00
Total Debt Service Revenues	<u>704,995.88</u>	<u>2,833,000.00</u>	<u>2,128,004.12</u>	24.89
Total Consumption Revenues	<u>325,373.23</u>	<u>1,185,000.00</u>	<u>859,626.77</u>	27.46
Total Consumption Revenues	<u>\$ 325,373.23</u>	<u>\$ 1,185,000.00</u>	<u>859,626.77</u>	27.46
CTH Consumption Revenues				
CTH Consumption Revenues	\$ 0.00	\$ 0.00	0.00	0.00
CTH Debt Service Revenues	39,900.00	0.00	(39,900.00)	0.00
CTH Penalty and Interest	0.00	0.00	0.00	0.00
Total Century Townhomes	<u>39,900.00</u>	<u>0.00</u>	<u>(39,900.00)</u>	0.00
Other Revenue				
Penalty	39,396.16	115,000.00	75,603.84	34.26
Dye Test Fees - Plumber	(6,000.00)	0.00	6,000.00	0.00
Dye Test - Application Fees	650.00	2,500.00	1,850.00	26.00
Lien Letter Fees	570.00	2,300.00	1,730.00	24.78
NSF Fees	43.00	300.00	257.00	14.33
Posting Fees -Terminations \$20	19,927.73	25,000.00	5,072.27	79.71
Magistrate & Legal Fees	0.00	4,500.00	4,500.00	0.00
Notice Fee - \$15	(60.00)	15,000.00	15,060.00	(0.40)
Vactor Rental	0.00	750.00	750.00	0.00
Interest Income	0.00	6.25	6.25	0.00
Investment Interest	0.00	300.00	300.00	0.00
Prior Sewage Fee	171.19	2,000.00	1,828.81	8.56
Total Other Revenues	<u>54,698.08</u>	<u>167,656.25</u>	<u>112,958.17</u>	32.63
Total Revenues	<u>\$ 1,124,967.19</u>	<u>\$ 4,185,656.25</u>	<u>3,060,689.06</u>	26.88
Expenses				
Office Expenses	\$ 1,913.95	\$ 5,750.00	3,836.05	33.29
Billing Expense	23,347.91	72,725.00	49,377.09	32.10
Collection System Supplies	5,081.17	71,800.00	66,718.83	7.08
Equipment	4,440.52	20,365.00	15,924.48	21.80
Maintenance & Repair	6,979.85	139,000.00	132,020.15	5.02
Vehicle Expense	4,035.04	18,600.00	14,564.96	21.69
Utilities	7,653.52	29,870.00	22,216.48	25.62
Wages & Taxes	69,163.16	411,202.00	342,038.84	16.82
Employee Benefits	22,739.26	140,514.00	117,774.74	16.18
Conference & Memberships	405.24	6,450.00	6,044.76	6.28
Professional Services	59,703.79	228,450.00	168,746.21	26.13
Insurance	31,500.00	45,000.00	13,500.00	70.00
WWTP Treatment Charges	0.00	1,066,187.00	1,066,187.00	0.00
Total Operating Expenses	<u>236,963.41</u>	<u>2,255,913.00</u>	<u>2,018,949.59</u>	10.50

For Management Purposes Only

CMA
 Year to Date Income Statement
 Collection Budget to Actual
 For the Three Months Ending March 31, 2020
 Percent of Year 25% (3 month /12 months)

	Current Year Actual	Current Year Budget	Remaining Amount	Percent Expended
Total Debt Payments				
Debt Pmt City of Clairton	135,912.64	407,738.00	271,825.36	33.33
Debt Pmt (full bond)	132,190.62	7,665.00	(124,525.62)	1,724.60
Debt Pmt on Collection System	0.00	1,191,754.00	1,191,754.00	0.00
Debt Service Coverage - 10%	0.00	52,809.00	52,809.00	0.00
Debt Pmt WWTP Transfers	297,938.49	0.00	(297,938.49)	0.00
	<hr/>	<hr/>	<hr/>	
Total Debt Payments	566,041.75	1,659,966.00	1,093,924.25	34.10
	<hr/>	<hr/>	<hr/>	
Total Expenses	803,005.16	3,915,879.00	3,112,873.84	20.51
	<hr/>	<hr/>	<hr/>	
Over/Under Budget	\$ 321,962.03	\$ 269,777.25	(52,184.78)	119.34
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	

CMA
Cash Account Monthly Summary
As of: March 31, 2020

	<u>Beginning Balance</u>		<u>Deposits</u>		<u>Disbursements</u>		<u>Ending Balance</u>
Operating Accounts							
10320-T FN-WWTP Depository	5,389,606.22	\$	336,316.74	\$	(546,963.09)	\$	5,178,959.87
10330-C FN-Collection Depository	2,962,253.11		319,375.62		(311,394.11)		2,970,234.62
10311-G FN-Payroll	55,099.02		154,718.40		(151,469.79)		58,347.63
10310-G FN-Disbursements	201,747.68		236,346.58		(232,137.70)		205,956.56
Reserved Accounts							
10331-C FN-Collection City Pmts	224,156.31		67,956.32		0.00		292,112.63
10322-T FN-OPEB	496,228.52		652.57		0.00		496,881.09
10321-T FN-WWTP Capacity & Capital Im	2,364,848.28		7,967.66		0.00		2,372,815.94
10333-C Collection Capital Improvement	1,658,203.77		0.00		0.00		1,658,203.77
10332-T WWTP Debt Coverage	78,145.64		102.77		0.00		78,248.41
Total FNB Accounts	<u>13,430,288.55</u>	\$	<u>1,123,436.66</u>	\$	<u>(1,241,964.69)</u>	\$	<u>13,311,760.52</u>
Trustee Accounts							
10200-C WF Series A - Construction	3.06	\$	0.00	\$	0.00	\$	3.06
10200-T WF - Series B - Construction	715,140.42		445.46		(6,149.00)		709,436.88
10220-T WF - Debt Service	928,368.55		298,057.35		0.00		1,226,425.90
10221-T WF - Debt Service Reserve	3,185,048.13		0.00		(7,698.23)		3,177,349.90
Total Trustee Accounts	<u>4,828,560.16</u>	\$	<u>298,502.81</u>	\$	<u>(13,847.23)</u>	\$	<u>5,113,215.74</u>
Grand Total	<u>18,258,848.71</u>	\$	<u>1,421,939.47</u>	\$	<u>(1,255,811.92)</u>	\$	<u>18,424,976.26</u>

COLLECTION SYSTEM BILLING SUMMARY

**March Sewer Billing
Sewer Receivables**

Service	Description	Charges	Adjustments	Penalties	Interest	Discounts	Refunds	Adjusted R Receipts
ALLF1	Allegheny Housing Flat (Wylie)	8,050.00	0	0	0	0	0	-8,050.00
ALLF2	Allegheny Housing Flat (Reed)	1,550.00	0	0	0	0	0	-1,550.00
CNTRY	Century Town Homes Flat Rate	13,300.00	0	665	328.14	0	0	0
COLLE	Metered Sewer Collection	101,363.28	-561.74	1,707.49	3,811.13	0	0	785.92
COMF	Commercial Sewer Flat Rate	14,426.75	0	247.73	847.31	0	0	0
RESF	Residential Sewer Flat Rate	140,974.62	-1,017.28	3,113.13	4,662.76	0	0	590.68
PRIOR	Prior Balances	0	0	0	0.02	0	0	0
SSRF	School Sewer Flat Rate	1,800.00	0	0	0	0	0	-1,800.00
USSF	USS Sewer Flat Rate	71,650.00	0	0	0	0	0	-71,650.00
	Billed Collection Flat usage Charge	16	0	0	0	0	0	-16
	Sewer Receivables Totals	353,130.65	-1,579.02	5,733.35	9,649.36	0	0	1,376.60
								-310,315.58

Sewer Direct

Service	Description	Charges	Adjustments	Penalties	Interest	Discounts	Refunds	Adjusted R Receipts
NSF Fee	NSF Fee	0	150	0	0	0	0	0
POST	Posting Fee - Shut Offs	0	3,795.00	0	0	0	0	15
TurnOff	Water Turn Off Fee	0	240	0	0	0	0	-505.89
TurnOn	Turn On Fee	0	121.67	0	0	0	0	-397.05
NOTICE	10-Day Delinquent Notice	0	0	0	0	0	0	-359.98
Dollar Energy Fund Discount	Dollar Energy Fund Discount CMA	-1,412.00	0	0	0	0	0	0
	Sewer Direct Totals	-1,412.00	4,306.67	0	0	0	0	15
								-5,848.56

Sewer Summary

Previous Ending Balance	1,632,822.94
Charges	351,718.65
Adjustments	2,727.65
Penalties	5,733.35
Interest	9,649.36
Discounts	0
Refunds	0
Adjusted Receipts	1,391.60
Receipts	-316,164.14
Current Balance	1,687,879.41
Total Receipts	-314,772.54

CTH Billing Summary 2020

January

Consumption	1848000.00
Billed	0.00
	<hr/>
	1848000.00

Consumption Charge	\$ 14,784.00
flat fee billed	\$ 13,300.00
<hr/>	
Total Bill	\$ 28,084.00
<hr/>	
payment	\$ (16,100.00)

Feb

Consumption	1814000.00
Billed	0.00
	<hr/>
	1814000.00

Consumption Charge	\$ 14,512.00
flat fee billed	\$ 13,300.00
<hr/>	
Total Bill	\$ 27,812.00
<hr/>	
payment	\$ (16,100.00)

March

Consumption	1189000.00
Billed	0.00
	<hr/>
	1189000.00

Consumption Charge	\$ 9,612.00
flat fee billed	\$ 13,300.00
<hr/>	
Total Bill	\$ 22,912.00
<hr/>	
payment	\$ -

April

Consumption	1326000.00
Billed	0.00
	<hr/>
	1326000.00

Consumption Charge	\$ 10,608.00
flat fee billed	\$ 13,300.00
<hr/>	
Total Bill	\$ 23,908.00
<hr/>	
payment	\$ -

May

Consumption	0.00
Billed	0.00
	<hr/>
	0.00

Consumption Charge	\$ -
flat fee billed	\$ 13,300.00
<hr/>	
Total Bill	\$ -
<hr/>	
payment	\$ -

June

Consumption	0.00
Billed	0.00
	<hr/>
	0.00

0.00

Consumption Charge	\$	-
flat fee billed		13,300.00
<u>Total Bill</u>	\$	-
payment	\$	-

July

Consumption		0.00
Billed		0.00
		<u>0.00</u>

Consumption Charge	\$	-
flat fee billed	\$	13,300.00
<u>Total Bill</u>	\$	13,300.00
payment	\$	-

August

Consumption		0.00
Billed		0.00
		<u>0.00</u>

Consumption Charge	\$	-
flat fee billed	\$	13,300.00
<u>Total Bill</u>	\$	13,300.00
payment	\$	-

September

Consumption		0.00
Billed		0.00
		<u>0.00</u>

Consumption Charge	\$	-
flat fee billed	\$	13,300.00
<u>Total Bill</u>	\$	13,300.00
payment	\$	-

October

Consumption		0.00
Billed		0.00
		<u>0.00</u>

Consumption Charge	\$	-
flat fee billed	\$	13,300.00
<u>Total Bill</u>	\$	13,300.00
payment	\$	-

November

Consumption		0.00
Billed		0.00
		<u>0.00</u>

Consumption Charge	\$	-
flat fee billed	\$	13,300.00
<u>Total Bill</u>	\$	-

payment \$ -
\$ -

December

Consumption 0.00
Billed 0.00

0.00

Consumption Charge \$ -
flat fee billed \$ 13,300.00

Total Bill \$ 13,300.00
payment \$ -

TOTAL TO DATE Charges
Consumption Charge 49,516.00
flat fee billed 53,200.00

Total Bill \$ 102,716.00

Total Payments \$ (32,200.00)

Report of the Finance Director – April 16, 2020

Century Townhomes – Nothing new to report

Upstream Communities: We sent out the Maher Duessel report and the calculation indicating the credit amounts to all communities. We have received comments from PCSA on January 11 extolling their interpretation of the Treatment Agreement especially Appendix B to the Treatment Agreement. Checks have been distributed to Jefferson Hills and South Park. PCSA has deducted from our invoice what they believe is owed to them in violation of our Treatment Agreement. We have calculated the refund for the 2018 year and have had preliminary discussions with the solicitor on how to proceed. **Nothing New to Report.**

Delinquent Accounts shutoffs – In March we sent out 254 - 10- day delinquent notices, 0 properties were posted for shutoff, and 0 accounts were sent over to the water company for shut off and 0 were shut off. This was due to the Moratorium on shutoffs due to the Covid-19 Virus.

Collections Crew Management and Reporting – The March 2020 report is in your packet.

\$Energy Fund – In February the fund processed 3 applications, approved 3. This low number was due to \$Energy Fund was not operating due to the virus for most of the month of March.

PA American Water –There are no outstanding requests from PA AM water. **Nothing new to report.**

PennVest – Representatives of CMA, KLH Engineers, Peters Creek Sanitary Authority, Jefferson Hills Borough met with PennVest on June 26th for a preapplication meeting. **Nothing new to report.**

Grants – We have submitted grant applications for the Treatment Plant and one for Phase II of the Golden Gate Project. **We received requests for clarification on some of the application for the Golden Gate Project which were provided with nothing new on the Treatment Plant Grant Proposal.**

HRG Report - We have been assembling information requested by the City of Clairton in an email dated December 12, 2018 for information related to the valuation of the Authority being conducted by Herbert, Rowland & Grubic. This information was submitted to the City on January 11, 2019. A follow up request for some additional information was made on July 25, 2019. It included amortization schedules for the Bond A and Bond B Bond issues. The information was sent the same day. **Nothing new to report.**

PFM Financial Advisors LLC – At the May Board meeting, the Board retained the services of PFM Financial Advisors LLC to perform an analysis to determine an estimated value of the sanitary sewer system. An initial request for information was received on May 14, 2019 and the information was sent on May 17, 2019. FPM in cooperation with the CMA conducted tours on February 27th and 28th of our facility and each of the three presenters made a presentation to the Board. **This will be discussed by the solicitor with the Board.**

2019 Audit – Maher Duessel has provided a draft of the 2019 audit for staff's review on April 5, 2020. We have provided comments and Maher Duessel will discuss the results of the audit during the April workshop meeting.

April 2020 Operations and Collections Report

Duperon Update – Duperon plate screen installation was postponed until the week of 4/19 as they waited for the arrival of an explosion proof pump. This time has again been delayed 30 days due to the virus.

Dry Run Update – KLH advised the contractor that they can start the project since it is an essential repair.

Enviromix was here and made the appropriate repairs to their Enviromix system. Wayne Crouse couldn't coordinate their repairs due to the boring contractor not working, that repair will take place at a future date.

The new forklift that was ordered in December is due to arrive on April 9. We've had a lot more issues with our old one so it's coming just in time.

I ordered some new equipment for our CSO structures per Drnach Environmental's request, some new AV cables and modules.

I renewed our generator service agreement with Cummins for our pump station generators at a cost of \$3,046.29, that is total cost for three years. They do the annual service and coolant/oil analysis every September.

On 3/31, the Allegheny Count Health Department was here to do a surprise visit of the plant facilities. All was good.

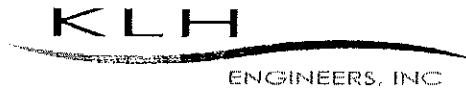
KLH reminder – Emergency Sewer Repair Contracts are up in June and need to be updated.

The WPWPCA plant tour and meeting that was scheduled for September was cancelled due to that organization having to move their yearly conference to that month. The plant tour will be rescheduled for sometime in the Spring of 2021.

COVID-19 Update – We continue to deal with the issues that this virus presents. Measures have been taken to help our employees get thru this unscathed. We've shortened and staggered our work schedules as of April 6, practice social distancing, disinfection procedures throughout the facility, pay window has been closed, PPE handed out, thermometers are ordered for employees to take their temperatures, etc.

I'd like to give a word of thanks to Tim at Country Hammer Moonshine, I called to purchase some hand sanitizer and he graciously donated 2 cases of it to the Authority. All he asked is to give him a good word, so maybe we can add that to our Facebook page.

Have a Happy Easter!



CLAIRTON MUNICIPAL AUTHORITY

Consulting Engineer's Report

April 16, 2020

ACTIVE ITEMS

State Street Lining and Manhole Rehabilitation

KLH and the Solicitor met with Insituform and State Pipe. It appears approximately \$93,358.82 of work was not complete. We are currently working on negotiating liquidated damages. KLH has reached out to Insituform and they informed us they are still evaluating the information.

Dry Run Sewer Replacement

A preconstruction meeting was held on February 5th. W.A Petrakis will be staking out the project in the coming days. Work is tentatively scheduled to begin April 20th depending on the availability of material.

Golden Gate Phase II

Per the LTCP, Golden Gate unauthorized discharges were to be eliminated by September 1, 2019. Golden Gate Phase I has been completed; Phase II remains. Design is complete. The Phase II project cost is estimated to be \$300,000. KLH/CMA have submitted Golden Gate Phase II for PA Small Water and Sewer Grant funding.

WWTP and Sanitary Sewer Valuation

CMA has requested KLH complete a system valuation of the WWTP, conveyance system, and the City of Clairton collection system. KLH has distributed a draft report to CMA. KLH is requesting CMA review and approval, specifically the financial items.

CDBG Year 44

The contract has been closed out with CMA keeping the \$1,000 retainage to restore the landscaping in the spring. The contractor has not executed closeout documents or contacted KLH since receiving the closeout documents. KLH has contacted a landscaper to have the property owner concerns addressed.

CDBG Year 45

The CMA has been awarded a 65% construction cost grant for the repair of level 5 defects throughout the sewer system (four CIPP lining repairs). The contract has been awarded to Insight Pipe Contracting for an amount of \$56,945.00. The grant component is \$37,014, leaving a CMA local share of \$19,931.

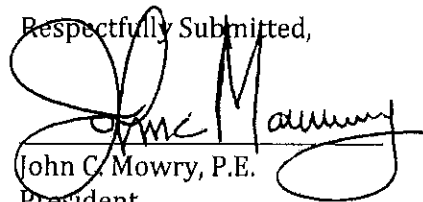
CDBG Year 46

KLH has submitted the pre-application for consideration for CDBG Year 46 grant funding. The applications are under review.

Capital Requisition

Requisition 348-B in the amount of \$10,232.12 is presented for Board approval.

Respectfully Submitted,



John C. Mowry, P.E.
President

CLAIRTON MUNICIPAL AUTHORITY
ALLEGHENY COUNTY, PENNSYLVANIA

RESOLUTION NO. _____

**A RESOLUTION OF THE MUNICIPAL AUTHORITY OF THE CITY OF
CLAIRTON, OF THE COUNTY OF ALLEGHENY AND
COMMONWEALTH OF PENNSYLVANIA, AMENDING RESOLUTION
NO. _____ OF 2017**

WHEREAS, the Clairton Municipal Authority (the "Authority") adopted Resolution No. _____ of 2017, providing for Rates, Charges, Billing and Collection; and

WHEREAS, the Authority wishes to amend this resolution to provide the ability to the Authority the procedures to collect delinquent accounts where the delinquency equals \$5,000.00 or greater; and

WHEREAS, the Authority believes that the procedures are necessary due to the fact that once accounts reach a certain level of delinquency, it becomes an increasing burden to collect those delinquencies.

NOW, THEREFORE, be it resolved by the Board of Directors of the Clairton Municipal Authority as follows:

That Article III – Collection of Delinquent Accounts, shall be amended as follows to include Section D – Collection of Excessive Delinquent Accounts:

D. Collection of Excessive Delinquent Accounts

1. The term "Excessive Delinquent Accounts" shall be defined as any sewage service account that contains delinquent sewage service charges equaling \$5000.00 and the property associated with that account has had its water service terminated.
2. Once a sewage service charge account is classified as an "Excessive Delinquent Account" the Authority shall discontinue billing service fees, penalty and interest on the account.

3. If the Authority engages in the collection of an "Excessive Delinquent Account," it shall apply a penalty of interest in the amount of ten (10%) percent compounded on a monthly basis.

RESOLVED this _____ day of _____ 2020, by the Board of Directors of the Clairton Municipal Authority.

ATTEST:

CLAIRTON MUNICIPAL AUTHORITY

By:


Susan Vigliotti, Secretary

Jim Cerqua, Chairman