

**CLAIRTON MUNICIPAL AUTHORITY**

BOARD OF DIRECTORS

Regular Monthly Meeting

Friday December 13, 2019

9:00 A.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 November 21, 2019.
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 the 2020 meeting schedule and have it advertised.
  - b. Motion to approve the 2020 Municipal Authority Budget
  - c. Motion to approve the submission of a PA Small Water and Sewer Program Grant Application for the Golden Gate Sewer Project Phase -2.
  - d. Motion to approve the submission of a H2O Pa Grant Application for the Clairton Municipal Authority Wastewater Treatment Plant Phase 1.
7. Collection & Operation Report
  - a. Motion to purchase a new Hyster H120FT forklift from Eastern Lift Truck Company, sister company for the local Burns Industrial Equipment, using PA CoStar # 4400021189, at a cost of \$58,225 minus a \$4500 trade in allowance, for a total of \$53,725.
8. Engineer's Report
  - a. Approval of request submitted by John Mowry of KLH, for Requisition #344B in the amount of \$8,391.00.
9. Solicitor's Report
10. New Business
  - a. Motion to hire \_\_\_\_\_ in the position of Office I in accordance with the Union Contract with a starting date acceptable to the Finance Director.
11. Old Business

Motion to Adjourn

# CLAIRTON MUNICIPAL AUTHORITY

## BOARD OF DIRECTORS MEETING

December 13, 2019

Meeting called to order at 9:57 A.M. by Susan Vigliotti.

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Executive Session was held at 9:00 A.M. until 9:57 A.M. to discuss personnel and litigation.

		Present	Absent
<u>Roll Call</u>	Susan Vigliotti	<u>  X  </u>	<u>      </u>
	Perry Ohm	<u>  X  </u>	<u>      </u>
	Doug Osvath	<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  
Joe DelFonso, Solicitor  
John Mowry, KLH Engineers (Mr. Mowry was present for the Workshop/Executive Session but not the voting meeting)  
Jeff Marcink, KLH Engineers

### Citizens Comments

None.

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Jim Cerqua moved and Perry Ohm seconded the motion to approve the minutes from the November 21 Board Meeting. The motion carried 5-0.

Perry Ohm moved and Jim Cerqua seconded the motion to approve the paying of the bills from November 22, 2019 – December 13, 2019. The motion carried 5-0. Mr. Nickolich abstained on the Nickolich Sanitation.

Perry Ohm moved and Doug Osvath seconded the motion to approve the Year to Date Income Statements for Treatment and Collections. The motion carried 5-0.

Jim Cerqua moved and Nick Nickolich seconded the motion to approve Collection System Billing Summary. The motion carried 5-0.

Jim Cerqua moved and Nick Nickolich seconded the motion to approve the 2020 meeting schedule. Motion carried 4-0-1. Mr. Ohm abstained.

Jim Cerqua moved and Perry Ohm seconded the motion to approve the 2020 Clairton Municipal Authority Budget. Motion carried 5-0.

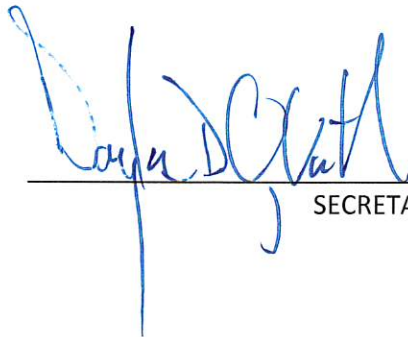
Jim Cerqua moved and Perry Ohm seconded the motion to approve the submission of a PA Small Water and Sewer Program Grant application for the Golden Gate Storm Sewer Project Phase -2. Motion carried 5-0.

Jim Cerqua moved and Perry Ohm seconded the motion to approve the submission of a H2O PA Grant application for the Clairton Municipal Authority Wastewater Treatment Plant Phase 1. Motion carried 5-0.

Perry Ohm moved and Jim Cerqua seconded the motion to purchase a new Hyster H120FT forklift from Eastern Lift Truck Company, sister company for the local Burns Industrial Equipment, using PA CoStar # 4400021189, at a cost of \$58,225 minus a \$4,500 trade in allowance, for a total of \$53,725. The motion carried 5-0.

Perry Ohm moved and Jim Cerqua seconded the motion to hire Danielle Zubeck in the position of Office I in accordance with the Union Contract with a start date acceptable to the Finance Director. Motion carried 4-1 (Mrs. Vigliotti voted no).

Doug Osvath moved and Jim Cerqua seconded the motion to adjourn at 10:13 AM. The motion carried 5-0.

  
\_\_\_\_\_  
SECRETARY

**CMA**  
**MEETING Check Register**  
**For the Period From Nov 22, 2019 to Dec 13, 2019**

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
6724	12/13/19	AIRGAS USA, LLC	10310-G	91.30
6725	12/13/19	AMERICAN UNITED	10310-G	1,463.24
6726	12/13/19	AQUA FILTER FRES	10310-G	8.95
6727	12/13/19	BOBCAT OF PITTSB	10310-G	345.50
6728	12/13/19	CITY OF CLAIRTON	10310-G	407,837.88
6729	12/13/19	COMCAST	10310-G	374.29
6730	12/13/19	COMCAST BUSINES	10310-G	1,478.10
6731	12/13/19	DODARO, MATTA &	10310-G	11,339.25
6732	12/13/19	DRNACH ENVIRON	10310-G	4,985.00
6733	12/13/19	DUQUESNE LIGHT	10310-G	479.35
6734	12/13/19	ELIZABETH ELECTR	10310-G	174.02
6735	12/13/19	ENVIRONMENTAL S	10310-G	1,631.10
6736	12/13/19	FARNHAM & PFILE	10310-G	2,256.21
6737	12/13/19	FAYETTE PARTS SE	10310-G	28.93
6738	12/13/19	FAYETTE WASTE L	10310-G	100.71
6739	12/13/19	FISHER SCIENTIFIC	10310-G	396.49
6740	12/13/19	FNB Commercial Cre	10310-G	267.07
6741	12/13/19	FRANK'S SHOES	10310-G	150.00
6742	12/13/19	GRAINGER	10310-G	1,103.66
6743	12/13/19	Groff Tractor & Equip	10310-G	322.00
6744	12/13/19	Guy Benack	10310-G	1,400.00
6745	12/13/19	HACH COMPANY	10310-G	36.00
6746	12/13/19	HENDERSON PEST	10310-G	290.00
6747	12/13/19	HOME DEPOT	10310-G	1,608.65
6748	12/13/19	IEH AUTO PARTS LL	10310-G	386.89
6749	12/13/19	JEFF POTTS	10310-G	88.80
6750	12/13/19	KLH ENGINEERS, IN	10310-G	16,712.28
6751	12/13/19	LINDY PAVING	10310-G	569.84
6752	12/13/19	LINK COMPUTER C	10310-G	1,244.55
6753	12/13/19	M & B Window Clean	10310-G	250.00
6754	12/13/19	Matheson Tri-Gas	10310-G	66.75
6755	12/13/19	MCMMASTER-CARR	10310-G	1,595.81

**CMA**  
**MEETING Check Register**  
**For the Period From Nov 22, 2019 to Dec 13, 2019**

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
6756	12/13/19	MODEL UNIFORMS	10310-G	489.92
6757	12/13/19	Mon River Supply	10310-G	2,100.73
6758	12/13/19	NICKOLICH SANITA	10310-G	21,168.54
6759	12/13/19	PA AMERICAN WAT	10310-G	1,377.78
6760	12/13/19	PASTORE PLUMBIN	10310-G	400.00
6761	12/13/19	PENN VALLEY PUM	10310-G	457.00
6762	12/13/19	PENNSYLVANIA ON	10310-G	65.22
6763	12/13/19	Pioneer Research	10310-G	478.29
6764	12/13/19	PITNEY BOWES GL	10310-G	426.93
6765	12/13/19	PITTSBURGH POST	10310-G	52.00
6766	12/13/19	PREMIER SAFETY	10310-G	38.50
6767	12/13/19	RC WALTER & SON	10310-G	413.10
6768	12/13/19	RONDINELLI, DEBO	10310-G	400.00
6769	12/13/19	SAMS CLUB	10310-G	270.89
6770	12/13/19	SHILOH SERVICE, I	10310-G	859.25
6771	12/13/19	SNYDER BROTHER	10310-G	35.04
6772	12/13/19	TRIPLE A MOTOR S	10310-G	146.85
6773	12/13/19	UNISAFE	10310-G	293.55
6774	12/13/19	VERIZON WIRELES	10310-G	224.30
6775	12/13/19	WEX BANK	10310-G	1,078.17
6776	12/13/19	WILMINGTON TRUS	10310-G	107,222.00
6777	12/13/19	W.P.W.P.C.A.	10310-G	20.00
<b>Total</b>				<b><u>597,100.68</u></b>

CMA  
Year to Date Income Statement  
WWTP Budget to Actual  
For the Eleven Months Ending November 30, 2019  
Percent of Year 91.67% (11 months / 12 months)

	Current Year Actual	Current Year Budget	Remaining Amount	Percent Expended
<b>Revenues</b>				
Clairton Collecti/Debt Service	\$ 1,082,364.36	\$ 1,191,754.00	109,389.64	90.82
Jefferson Hills Debt Service	920,826.10	928,691.00	7,864.90	99.15
Petersan WWTP Debt Service	794,360.68	801,146.00	6,785.32	99.15
South Park Debt Service	131,153.44	144,409.00	13,255.56	90.82
<b>Total Debt Service Revenues</b>	<b>2,928,704.58</b>	<b>3,066,000.00</b>	<b>137,295.42</b>	<b>95.52</b>
Clairton Collec/Operation/Main	821,224.00	1,066,187.00	244,963.00	77.02
Jefferson Hills Operation/Main	663,802.00	649,328.00	(14,474.00)	102.23
Petersan Operation/Maint	795,852.00	1,029,143.00	233,291.00	77.33
South Park Operation/Maint	237,438.08	304,987.00	67,548.92	77.85
<b>Total Consumption Revenues</b>	<b>2,518,316.08</b>	<b>3,049,645.00</b>	<b>531,328.92</b>	<b>82.58</b>
<b>Other Revenue</b>				
Sludge Acceptance	166,993.20	140,000.00	(26,993.20)	119.28
Miscellaneous Income	(8,656.88)	0.00	8,656.88	0.00
Collection Office Rent	0.00	12,000.00	12,000.00	0.00
Interest Income	37,868.93	12,000.00	(25,868.93)	315.57
Investment Interest	143,904.67	80,000.00	(63,904.67)	179.88
Capacity Fees	54,203.00	50,000.00	(4,203.00)	108.41
<b>Total Other Revenues</b>	<b>394,312.92</b>	<b>294,000.00</b>	<b>(100,312.92)</b>	<b>134.12</b>
<b>Total Revenues</b>	<b>\$ 5,841,333.58</b>	<b>\$ 6,409,645.00</b>	<b>568,311.42</b>	<b>91.13</b>
<b>Expenses</b>				
Office Expenses	\$ (158,102.33)	\$ 11,250.00	169,352.33	(1,405.35)
Treatment Supplies & Chemicals	91,767.52	97,900.00	6,132.48	93.74
Treatment Sludge Disposal	282,566.68	233,400.00	(49,166.68)	121.07
Flow Monitoring Data & Fees	120,007.25	129,705.00	9,697.75	92.52
Equipment	185,815.29	250,324.00	64,508.71	74.23
Maintenance & Repair	165,705.28	202,450.00	36,744.72	81.85
Vehicle Expense	22,281.45	10,300.00	(11,981.45)	216.32
Utilities	336,243.98	260,300.00	(75,943.98)	129.18
Wages & Taxes	760,479.60	896,166.00	135,686.40	84.86
Employee Benefits	334,389.49	421,550.00	87,160.51	79.32
Conference & Memberships	18,893.79	26,200.00	7,306.21	72.11
Professional Services	187,829.86	151,938.00	(35,891.86)	123.62
Insurance	59,243.19	72,000.00	12,756.81	82.28
<b>Total Operating Expenses</b>	<b>2,407,121.05</b>	<b>2,763,483.00</b>	<b>356,361.95</b>	<b>87.10</b>
<b>Total Debt Payments</b>				
Series B Bond Interest Expense	1,030,500.00	2,061,000.00	1,030,500.00	50.00
Series B Bond Principal	0.00	1,005,000.00	1,005,000.00	0.00
Debt Service Coverage - 10%	0.00	306,562.00	306,562.00	0.00
<b>Total Debt Payments</b>	<b>1,030,500.00</b>	<b>3,372,562.00</b>	<b>2,342,062.00</b>	<b>30.56</b>
<b>Total Expenses</b>	<b>3,437,621.05</b>	<b>6,136,045.00</b>	<b>2,698,423.95</b>	<b>56.02</b>
<b>Over/Under Budget</b>	<b>\$ 2,403,712.53</b>	<b>\$ 273,600.00</b>	<b>(2,130,112.53)</b>	<b>878.55</b>

For Management Purposes Only

CMA  
Year to Date Income Statement  
Collection Budget to Actual  
For the Eleven Months Ending November 30, 2019  
Percent of Year 91.67% (11 months /12 months)

	Current Year Actual	Current Year Budget	Remaining Amount	Percent Expended
<b>Revenues</b>				
Residential Flat Rate	\$ 1,399,412.22	\$ 1,658,400.00	258,987.78	84.38
Commerical Flat Rate	144,267.77	178,000.00	33,732.23	81.05
Alleg Housing Flat Rate	96,000.00	115,200.00	19,200.00	83.33
School Flat Rate	18,000.00	21,600.00	3,600.00	83.33
USS Flat Rate	716,500.00	859,800.00	143,300.00	83.33
<b>Total Debt Service Revenues</b>	<b>2,374,179.99</b>	<b>2,833,000.00</b>	<b>458,820.01</b>	<b>83.80</b>
<b>Total Consumption Revenues</b>	<b>1,080,516.38</b>	<b>1,185,000.00</b>	<b>104,483.62</b>	<b>91.18</b>
<b>Total Consumption Revenues</b>	<b>\$ 1,080,516.38</b>	<b>\$ 1,185,000.00</b>	<b>104,483.62</b>	<b>91.18</b>
<b>CTH Consumption Revenues</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>CTH Debt Service Revenues</b>	<b>133,000.00</b>	<b>0.00</b>	<b>(133,000.00)</b>	<b>0.00</b>
<b>CTH Penalty and Interest</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Century Townhomes</b>	<b>133,000.00</b>	<b>0.00</b>	<b>(133,000.00)</b>	<b>0.00</b>
<b>Other Revenue</b>				
Penalty	134,204.01	75,000.00	(59,204.01)	178.94
Dye Test Fees - Plumber	(100.00)	0.00	100.00	0.00
Dye Test - Application Fees	3,400.00	2,500.00	(900.00)	136.00
Lien Letter Fees	3,045.00	2,300.00	(745.00)	132.39
NSF Fees	441.00	300.00	(141.00)	147.00
Posting Fees -Terminations \$20	67,014.65	25,000.00	(42,014.65)	268.06
Magistrate & Legal Fees	6,372.00	4,500.00	(1,872.00)	141.60
Notice Fee - \$15	9,450.00	15,000.00	5,550.00	63.00
Vactor Rental	0.00	750.00	750.00	0.00
Interest Income	0.00	75.00	75.00	0.00
Investment Interest	0.77	300.00	299.23	0.26
Prior Sewage Fee	4,452.26	2,000.00	(2,452.26)	222.61
<b>Total Other Revenues</b>	<b>228,279.69</b>	<b>127,725.00</b>	<b>(100,554.69)</b>	<b>178.73</b>
<b>Total Revenues</b>	<b>\$ 3,815,976.06</b>	<b>\$ 4,145,725.00</b>	<b>329,748.94</b>	<b>92.05</b>
<b>Expenses</b>				
Office Expenses	\$ (164,315.36)	\$ 4,950.00	169,265.36	(3,319.50)
Billing Expense	48,787.50	84,975.00	36,187.50	57.41
Collection System Supplies	58,593.50	25,300.00	(33,293.50)	231.59
Equipment	4,865.42	34,745.00	29,879.58	14.00
Maintenance & Repair	64,901.43	151,100.00	86,198.57	42.95
Vehicle Expense	16,541.64	18,600.00	2,058.36	88.93
Utilities	17,926.28	29,870.00	11,943.72	60.01
Wages & Taxes	266,182.39	299,547.00	33,364.61	88.86
Employee Benefits	97,012.06	130,186.00	33,173.94	74.52
Conference & Memberships	5,763.35	2,750.00	(3,013.35)	209.58
Professional Services	273,647.87	81,450.00	(192,197.87)	335.97
Insurance	38,184.81	35,000.00	(3,184.81)	109.10
WWTP Treatment Charges	821,224.00	1,066,187.00	244,963.00	77.02
<b>Total Operating Expenses</b>	<b>1,549,314.89</b>	<b>1,964,660.00</b>	<b>415,345.11</b>	<b>78.86</b>

For Management Purposes Only

CMA  
 Year to Date Income Statement  
 Collection Budget to Actual  
 For the Eleven Months Ending November 30, 2019  
 Percent of Year 91.67% (11 months /12 months)

	Current Year Actual	Current Year Budget	Remaining Amount	Percent Expended
Total Debt Payments				
Series A Bond Interest Expense	171,881.26	343,764.00	171,882.74	50.00
Series A Bond Principal	0.00	185,000.00	185,000.00	0.00
Debt Pmt City of Clairton	373,759.96	407,738.00	33,978.04	91.67
Debt Pmt (full bond)	440,635.40	0.00	(440,635.40)	0.00
Debt Service Coverage - 10%	0.00	52,809.00	52,809.00	0.00
Debt Pmt WWTP Transfers	1,082,364.36	1,191,754.00	109,389.64	90.82
	<u>2,068,640.98</u>	<u>2,181,065.00</u>	<u>112,424.02</u>	<u>94.85</u>
Total Expenses	<u>3,617,955.87</u>	<u>4,145,725.00</u>	<u>527,769.13</u>	<u>87.27</u>
Over/Under Budget	\$ <u>198,020.19</u>	\$ <u>0.00</u>	<u>(198,020.19)</u>	<u>0.00</u>



CMA  
Cash Account Monthly Summary  
As of: November 30, 2019

	<u>Beginning Balance</u>		<u>Deposits</u>		<u>Disbursements</u>		<u>Ending Balance</u>
<b>Operating Accounts</b>							
10320-T FN-WWTP Depository	5,211,036.48	\$	782,428.68	\$	(487,869.89)	\$	5,505,595.27
10330-C FN-Collection Depository	2,675,754.84		407,778.88		(280,163.09)		2,803,370.63
10311-G FN-Payroll	65,240.73		80,738.08		(82,085.74)		63,893.07
10310-G FN-Disbursements	201,314.35		658,062.10		(250,224.22)		609,152.23
<b>Reserved Accounts</b>							
10331-C FN-Collection City Pmts	496,081.35		33,978.36		(407,837.88)		122,221.83
10322-T FN-OPEB	493,788.89		588.49		0.00		494,377.38
10321-T FN-WWTP Capacity & Capital Im	2,310,464.93		5,989.70		0.00		2,316,454.63
10333-C Collection Capital Improvement	1,658,203.77		0.00		0.00		1,658,203.77
10332-T WWTP Debt Coverage	77,761.46		92.67		0.00		77,854.13
<b>Total FNB Accounts</b>	<u>13,189,646.80</u>	<u>\$</u>	<u>1,969,656.96</u>	<u>\$</u>	<u>(1,508,180.82)</u>	<u>\$</u>	<u>13,651,122.94</u>
<b>Trustee Accounts</b>							
10200-C WF Series A - Construction	3.06	\$	0.00	\$	0.00	\$	3.06
10200-T WF - Series B - Construction	502,689.92		885.50		(5,406.24)		498,169.18
10220-T WF - Debt Service	1,828,059.29		300,119.34		0.00		2,128,178.63
10221-T WF - Debt Service Reserve	3,268,487.08		3,325.87		0.00		3,271,812.95
<b>Total Trustee Accounts</b>	<u>5,599,239.35</u>	<u>\$</u>	<u>304,330.71</u>	<u>\$</u>	<u>(5,406.24)</u>	<u>\$</u>	<u>5,898,163.82</u>
<b>Grand Total</b>	<u>18,788,886.15</u>	<u>\$</u>	<u>2,273,987.67</u>	<u>\$</u>	<u>(1,513,587.06)</u>	<u>\$</u>	<u>19,549,286.76</u>

November 2019 Sewer Billing

Sewer

Sewer Receivables

Service	Description	Charges	Adjustments	Penalties	Interest	Applied De Deposit Int Refunds	Adjusted Receipts	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	660	188.87	0	0	-8,500.00
COLLE	Metered Sewer Collection	99,985.63	-1,474.22	1,750.53	3,318.39	0	413.68	-94,122.65
COMF	Commercial Sewer Flat Rate	14,643.42	-10	268.58	817.94	0	210.04	-11,590.03
RESF	Residential Sewer Flat Rate	140,629.67	-454.4	2,880.56	4,231.72	0	527.13	-121,288.81
PRIOR	Prior Balances	0	0	0	4.14	0	0	0
PRIORB	Prior Balance	0	0	0	0.65	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	-3,582.50	0	0	0	0	-71,650.00
	Billed Collection Flat usage Charge	16	0	0	0	0	0	-16
	<b>Sewer Receivables Totals</b>	<b>351,624.72</b>	<b>-5,521.12</b>	<b>5,559.67</b>	<b>8,561.71</b>	<b>0</b>	<b>1,150.85</b>	<b>-318,567.49</b>

Sewer Direct

Service	Description	Charges	Adjustments	Penalties	Interest	Applied De Deposit Int Refunds	Adjusted Receipts	Receipts
NSF Fee	NSF Fee	0	125	0	0	0	0	-78.52
POST	Posting Fee - Shut Offs	0	4,110.00	0	0	0	50.34	-4,916.16
TurnOff	Water Turn Off Fee	0	480	0	0	0	0	-348.56
TurnOn	Turn On Fee	0	360	0	0	0	0	-272
NOTICE	10-Day Delinquent Notice	0	-220	0	0	0	0	-599.48
Dollar Energy Fund Discount	Dollar Energy Fund Discount CMA	-2,173.00	0	0	0	0	0	0
	<b>Sewer Direct Totals</b>	<b>-2,173.00</b>	<b>4,855.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>50.34</b>	<b>-6,214.72</b>

Sewer Summary

Previous Ending Balance	1,516,377.73
Charges	349,451.72
Adjustments	-666.12
Penalties	5,559.67
Interest	8,561.71
Applied Deposits	0
Deposit Interest Applied	0
Refunds	0
Adjusted Receipts	1,201.19
Receipts	-324,782.21
Current Balance	1,555,703.69

**Report of the Finance Director – December 13, 2019**

**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 are in the process of calculating the refund for the 2018 year.**

**Delinquent Accounts shutoffs** - In November we sent out 299 - 10- day delinquent notices, due to the holiday season no properties were posted for shutoff, and no accounts were sent over to the water company for shut off.

**Collections Crew Management and Reporting – The November 2019 report is in your packet.**

**Energy Fund – In November the fund processed 15 applications, approved 12.**

**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 26<sup>th</sup> for a preapplication meeting. **Nothing new to report.**

**Grants** – We have been notified that we have received a \$337,000 grant for the 1<sup>st</sup> phase of the Dry Run Project. This represents about 80% of the engineers cost estimate for this project. **Nothing new to report.**

**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. **Nothing New to Report.**

**2020 Budget** – A draft of the 2020 Budget was given to the Board at the October meeting. A draft of the Budget was sent to the upstream communities last month. It is on the agenda for approval.

**Refunding of 2012 Bond A and B** – We received a BBB+ stable rating from Standard and Poor's for the refunding of the 2012 Series A and Series B bonds. We are waiting for the agreed upon minimum return in order to refinance the issue.

**We are interviewing the five candidates for the Office I position on December 9, 2019 between 9:00 AM and 11:30 AM.**

**The 2020 meeting schedule is on the agenda for approval.**

**Chairman**  
Susan Vigiotti

**Vice Chairman**  
Jim Cerqua

**Secretary**  
Perry Ohm

**Treasurer**  
Nick Nickolich

**Assistant Secretary/  
Treasurer**  
Douglas Ozvath

**Clairton Municipal Authority**  
**1 North State Street**  
**Clairton, PA 15025**

**Telephone (412)-233-3246**  
**Fax: (412) 233-3249**

**Superintendent**  
Brian Secrest

**Finance Director**  
Jim Hannan

**Engineer**  
KLH Engineers

**Solicitor**  
Dodaro, Matta  
& Cambest, P.C.

December 13, 2019

The 2020 Clairton Municipal Authority Board of Directors Meeting Schedule is as follows:

1/16/2020	Regular monthly meeting and Board Reorganization
2/20/2020	Regular monthly meeting
3/19/2020	Regular monthly meeting
4/16/2020	Regular monthly meeting
5/21/2020	Regular monthly meeting
6/18/2020	Regular monthly meeting
7/16/2020	Regular monthly meeting
8/20/2020	Regular monthly meeting
9/17/2020	Regular monthly meeting
10/15/2020	Regular monthly meeting
11/19/2020	Regular monthly meeting
12/17/2020	Regular monthly meeting

The work session begins at 5:00 PM with the regular monthly meeting to begin shortly thereafter.

CMA - Treatment System  
Budget 2020

	2020 Budget
<b>Operating Revenues</b>	
Clairton Collection/Operation/Maintenance	\$ 1,191,754
Jefferson Hills Operations/Maintenance	\$ 928,691
Petersan Operation/Maintenance	\$ 801,146
South Park Operation/Maintenance	\$ 144,409
<b>Total Consumption Revenues</b>	<b>\$ 3,066,000</b>
<b>Other Revenue</b>	
Miscellaneous Income	\$ -
Office Rent	\$ 12,000
<b>Total Other Revenues</b>	<b>\$ 12,000</b>
<b>Total Operating Revenues</b>	<b>\$ 3,078,000</b>
<b>Summary of Expenses</b>	
Wages & Taxes	\$ 766,361
Employee Benefits	\$ 480,435
Utilities	\$ 393,800
Contracted Services	\$ 143,000
Maintenance & Repair	\$ 258,050
Sludge Disposal	\$ 315,000
Insurance	\$ 110,000
Professional Services	\$ 147,538
Supplies and Equipment	\$ 103,100
Equip Replmt/Debt Coverage/Deprec.	\$ 456,562
Other Expenses	\$ 13,250
Vehicle Expense	\$ 87,000
Conference & Memberships	\$ 33,200
<b>Total Operating Expenses</b>	<b>\$ 3,307,296</b>
<b>Over/Under Budget</b>	<b>\$ (229,296)</b>
<b>Non- Operating Revenues &amp; Expenses</b>	
<b>Debt Service Revenue</b>	
Clairton Collection/Debt Service	\$ 1,191,754
Jefferson Hills Debt Service	\$ 928,691
Petersan WWTP Debt Service	\$ 801,146
South Park Debt Service	\$ 144,409
<b>Total Debt Service Revenues</b>	<b>\$ 3,066,000</b>
<b>Debt Payments</b>	
DEBT PMT Transfers Wells Fargo	\$ 3,066,000
<b>Total Debt Payments</b>	<b>\$ 3,066,000</b>
<b>Net after Debt Obligations</b>	
<b>Other Revenues &amp; Expenses</b>	
Sludge Acceptance	\$ 140,000
Investment Inc./Fees & Capacity Fees	\$ 145,000
	<b>\$ 285,000</b>
<b>Net Income (Loss)</b>	<b>\$ 55,704</b>
Capital Transfer for Budget	\$ (55,704)
<b>Net Remaining</b>	<b>\$ -</b>

CMA - Collection System  
Budget 2020

	<b>2020 Budget</b>
<b>Revenues</b>	
Total Debt Service Revenues	\$ 2,833,000
Total Consumption Revenues	\$ 1,185,000
Total Century Townhomes	\$ -
Total Other Revenues	\$ 167,725
<b>Total Revenues</b>	<b>\$ 4,185,725</b>
<b>Summary of Expenses</b>	
Wages & Taxes	\$ 386,112
Employee Benefits	\$ 165,604
Utilities	\$ 29,870
Contracted Services	\$ 72,725
Maintenance & Repair	\$ 154,365
Treatment Charge	\$ 1,066,187
Insurance	\$ 45,000
Professional Services	\$ 228,450
Supplies and Equipment	\$ 71,800
Equip Replmt/Debt Coverage/Deprec.	\$ 57,809
Other Expenses	\$ 5,750
Vehicle Expense	\$ 18,600
Conference & Memberships	\$ 6,450
<b>Total Operating Expenses</b>	<b>\$ 2,308,722</b>
<b>Debt Payments</b>	
Debt Pmt City of Clairton	\$ 407,738
Series A Bond - Collection	\$ 528,213
Series B - WWTP	\$ 1,191,754
<b>Total Debt Payments</b>	<b>\$ 2,127,705</b>
<b>Net Income (Loss)</b>	<b>\$ (250,702)</b>
Capital Transfer for Budget	250,702
<b>Net Remaining</b>	<b>\$ -</b>







CTH Billing Summary

2019

**January**

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

Consumption Charge	\$ -
flat fee billed	\$ 13,300.00
<u>Total Bill</u>	<u>\$ 13,300.00</u>
payment	\$ (15,100.00)

**Feb**

Consumption	1490000.00
Billed	0.00
	<u>1490000.00</u>

Consumption Charge	\$ 11,920.00
flat fee billed	\$ 13,300.00
<u>Total Bill</u>	<u>\$ 25,220.00</u>
payment	\$ (100.00)

**March**

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

Consumption Charge	\$ -
flat fee billed	\$ 13,300.00
<u>Total Bill</u>	<u>\$ 13,300.00</u>
payment	\$ (15,100.00)

**April**

Consumption	1725000.00
Billed	0.00
	<u>1725000.00</u>

Consumption Charge	\$ 13,800.00
flat fee billed	\$ 13,300.00
<u>Total Bill</u>	<u>\$ 27,100.00</u>
payment	\$ (15,000.00)

**May**

Consumption	1234000.00
Billed	0.00
	<u>1234000.00</u>

Consumption Charge	\$ 9,872.00
flat fee billed	\$ 13,304.98
<u>Total Bill</u>	<u>\$ 23,176.98</u>
payment	\$ (15,204.98)

**June**

Consumption	1313000.00
Billed	0.00
	<u>1313000.00</u>

Consumption Charge	\$ 10,504.00
flat fee billed	13,300.00
<u>Total Bill</u>	<u>\$ 23,804.00</u>
payment	\$ (30,100.00)

**July**

Consumption	1010700.00
Billed	0.00
	<u>1010700.00</u>

Consumption Charge	\$ 8,085.60
flat fee billed	\$ 13,300.00
<u>Total Bill</u>	<u>\$ 21,385.60</u>
payment	\$ (15,145.60)

**August**

Consumption	1031000.00
Billed	0.00
	<u>1031000.00</u>

Consumption Charge	\$ 8,148.00
flat fee billed	\$ 13,300.00
<u>Total Bill</u>	<u>\$ 21,448.00</u>
payment	\$ (18,100.00)

**September**

Consumption	1153000.00
Billed	0.00
	<u>1153000.00</u>

Consumption Charge	\$ 9,224.00
flat fee billed	\$ 13,300.00
<u>Total Bill</u>	<u>\$ 22,524.00</u>
payment	\$ (18,100.00)

**October**

Consumption	1026000.00
Billed	0.00
	<u>1026000.00</u>

Consumption Charge	\$ 8,208.00
flat fee billed	\$ 13,300.00
<u>Total Bill</u>	<u>\$ 21,508.00</u>
payment	\$ (18,100.00)

**November**

Consumption	1067000.00
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Billed		0.00
		<u>1067000.00</u>

Consumption Charge	\$	8,536.00
flat fee billed	\$	13,200.00
<u>Total Bill</u>	\$	<u>21,736.00</u>
payment	\$	(16,600.00)
	\$	(16,600.00)

**December**

Consumption		1297000.00
Billed		<u>0.00</u>
		0.00

Consumption Charge	\$	10,376.00
flat fee billed	\$	13,300.00
<u>Total Bill</u>	\$	<u>23,676.00</u>
payment	\$	-

<b>TOTAL TO DATE</b>		<b>Charges</b>
Consumption Charge		98,673.60
flat fee billed		159,504.98
<u>Total Bill</u>	\$	<u>258,178.58</u>

Total Payments	\$	(176,650.58)
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## DECEMBER 2019 OPERATIONS AND COLLECTIONS REPORT

State Street Update – Progress has slowed due to weather and the conflict with the heavy cleaning that needs done before lining.

Still waiting to hear from the company handling our Facebook page so that I can get our website updated with new pictures and video.

Duperon was here the week of December 9<sup>th</sup> working on the first plate screen to be removed from the headworks building. Maxim Crane removed the screen and it is being sent back to Duperon's facility in Michigan to install their newest technology.

Purchased 50 sheets of plywood to dramatically increase our storage space in the garage attic area. Our guys can do this work on bad weather days. Once the plywood is installed, we will order shelving for up there.

I scheduled our four newest employees for their final round of Heb B vaccines in January. This is the last of three vaccination rounds.

I ordered the new bin and cover that was approved at our last meeting. The bin came in a few hundred dollars cheaper than quoted since we are using a different cover.

New Forklift – I budgeted a new forklift for 2020. Our forklift will be 14 years old and has numerous issues from the hydrogen sulfide present in the old buildings, and the few years of working thru a construction site. This hydrogen sulfide is highly corrosive and we had several issues with electrical parts and computers failing. The new plant does not have the hydrogen sulfide issues since we eliminated the primary sludge and now have better ventilation. The cost for a new Hyster H120FT is \$58,225 from Eastern Lift Truck Company, under Co Star # 4400021189. Burns Industrial equipment is the local rep, and has offered us \$4500 for our old one, which currently needs work. Some parts of the electronic dash needs replaced, which is very costly. Total will be \$53,725. It takes 3-4 months for delivery. I would need a motion.

Thank you for the Christmas Luncheon and the gift card.

Have a great Christmas and New Year!



**CLAIRTON MUNICIPAL AUTHORITY**  
**Consulting Engineer's Report**  
**December 13, 2019**

**ACTIVE ITEMS**

**WWTP Phase 1 Expansion Project**

BTS completed the punchlist. KLH is finalizing close-out documents for the next meeting.

**State Street Lining and Manhole Rehabilitation**

Heavy deposits have been encountered. KLH is working with the contractor to have these removed.

**Dry Run Sewer Replacement**

The Dry Run Sewer Replacement, Contract No. 2019-03, has been awarded to W.A. Petrakis in the amount of \$407,228.00. The project has a PA Small Water Grant component in the amount of \$337,000.00.

**Golden Gate Phase I**

The Grant funding is \$85,750. CMA personnel are working with DCED to receive the grant funding. The funeral home has reported flooding issues, which have been resolved by Advanced Contracting.

**Golden Gate Phase II**

Per the LTCP, Gold 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 is working with CMA to submit 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 is considered substantially complete with the exception of \$1,000 retainage for the revised post construction CCTV reports and final landscaping at 714 East Drive. Contractor has been back onsite at East Drive. At this time the homeowner is not happy with the restoration efforts.

**CDBG Year 45**

KLH has submitted the pre-application for funding consideration.

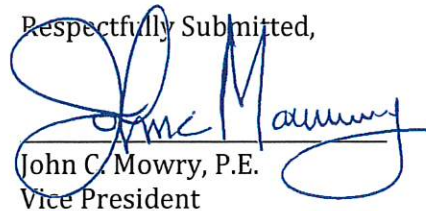
**CDBG Year 46**

KLH is preparing the pre-application for consideration for CDBG Year 46 grant funding. KLH has requested a priority list of Level 5 defects from CMA.

**Capital Requisition**

Requisition 344-B in the amount of \$8,391.00 is presented for Board approval.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "John C. Mowry". The signature is stylized and overlaps the printed name below it.

John C. Mowry, P.E.  
Vice President