

# **CLAIRTON MUNICIPAL AUTHORITY**

BOARD OF DIRECTORS

Regular Monthly Meeting

Thursday June 15, 2017

7:00 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 May 18, 2017.
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 a 60-month lease agreement with Pitney Bowes to lease a Relay 4000 bill inserter machine for the monthly cost of \$417.13, the contract will be invoiced quarterly. Lease under Costars contract number 4400015965.
7. Collection & Operation Report
  - a. Motion to approve a 5-year service agreement with Eaton Corporation for the recently installed main switchgear. The Contract number is PGK6170126-2-NP\_Rev3 in the amount of \$58,026.00. The draw schedule is \$8300.00 for years 1-4, and \$24,826.00 for year 5.
8. Engineer's Report
  - a. Approval of request submitted by John Mowry of KLH, for Requisition #313A in the amount of \$9,706.43 and #314B in the amount of \$1,651,860.80.
9. Solicitor's Report
10. New Business
11. Old Business

Motion to Adjourn

# CLAIRTON MUNICIPAL AUTHORITY

## BOARD OF DIRECTORS MEETING

June 15, 2017

Meeting called to order at 7:48 P.M. by Delwyn Peterson.

\*\*\*\*\*

Executive Session was held at 6:00 pm until 7:00 pm on May 18, 2017 to discuss personnel and litigation.

		Present	Absent
<u>Roll Call</u>	Susan Vigliotti	<u>  X  </u>	<u>      </u>
	Nick Nickolich	<u>  X  </u>	<u>      </u>
	Jim Cerqua	<u>  X  </u>	<u>      </u>
	Perry Ohm	<u>  X  </u>	<u>      </u>
	Delwyn Peterson	<u>  X  </u>	<u>      </u>

### Administration/Professional

Brian Secrest, Superintendent  
Jim Hannan, P.E., Finance Director  
Gary Matta, Solicitor  
John Mowry, KLH Engineers  
Jeff Marcink, KLH Engineers

Citizens Comments NONE

\*\*\*\*\*

Jim Cerqua moved and Perry Ohm seconded the motion to approve the minutes from the May 18, 2017 Board Meeting. The motion carried 5-0.

Jim Cerqua moved and Nick Nickolich seconded the motion to approve the paying of the bills from May 19, 2017-June 15, 2017. The motion carried 3-0-2. Ohm abstained from A& H bill and Nickolich abstained from Nickolich bill.

Jim Cerqua moved and Nick Nickolich seconded the motion to approve the Year to Date Income Statements for Treatment and Collections. The motion carried 5-0.

Nick Nickolich moved and Susan Vigliotti seconded the motion to approve Collection System Billing Summary. The motion carried 3-2. Ohm and Cerqua no.


Perry Ohm moved and Jim Cerqua seconded the motion to approve a 60 month lease agreement with Pitney Bowes to lease a Relay 4000 bill inserter machine for a monthly cost of \$417.13, the contract will be invoiced quarterly. Lease under Costars contract number 4400015965. The motion carried 5-0.

Perry Ohm moved and Jim Cerqua seconded the motion to approve a 5-year service agreement with Eaton Corporation for the recently installed main switchgear. The contract number is PGK6170126-2-NP\_Rev3 in the amount of \$ 58,026.00. The draw schedule is \$8,300.00 for 1-4 years, and \$24,826.00 for 5 years. The motion carried 5-0.

Perry Ohm moved and Jim Cerqua seconded the motion to approve the request submitted by John Mowry of KLH Engineers for Requisition #313 A in the amount of \$9,706.43 and #314B in the amount of \$1,651,860.80. The motion carried 5-0.

Perry Ohm moved and Jim Cerqua seconded the motion to approve waiving the interest late fee from June from the issue with receiving the reads from Pennsylvania American Water Company. The motion carried 5-0.

New Business The superintendent is to get prices from Dr. Kulish on certifying three employees on heavy equipment, mini excavator and backhoe.

  
\_\_\_\_\_  
SECRETARY

**CMA**  
**MEETING Check Register**  
**For the Period From May 19, 2017 to Jun 15, 2017**

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
4421	6/2/17	A&H EQUIPMENT	10310-G	642.14
4422	6/2/17	ADVANCED FIRE C	10310-G	438.71
4423	6/2/17	AMERICAN UNITED	10310-G	1,475.63
4424	6/2/17	AMERICAN WATER	10310-G	1,020.00
4425	6/2/17	Angels World of Cycl	10310-G	66.79
4426	6/2/17	Applied Maintenance	10310-G	399.90
4427	6/2/17	BRANDON P. NOLD	10310-G	1,030.00
4428	6/2/17	BUDGET BLINDS	10310-G	292.50
4429	6/2/17	COMCAST	10310-G	440.25
4430	6/2/17	DODARO, MATTA &	10310-G	5,285.50
4431	6/2/17	DUQUESNE LIGHT	10310-G	46,547.64
4432	6/2/17	Electric Motor Servic	10310-G	265.00
4433	6/2/17	EXPORT FUEL CO. I	10310-G	419.90
4434	6/2/17	HENDERSON PEST	10310-G	60.00
4435	6/2/17	MALCOLM D CALLA	10310-G	54.42
4436	6/2/17	MEIT	10310-G	22,864.56
4437	6/2/17	NICKOLICH SANITA	10310-G	18,706.25
4438	6/2/17	PA AMERICAN WAT	10310-G	466.22
4439	6/2/17	PAULS' AUTO SALE	10310-G	30.00
4440	6/2/17	Pioneer Research	10310-G	477.79
4441	6/2/17	PITNEY BOWES INC	10310-G	1,590.00
4442	6/2/17	SHILOH SERVICE, I	10310-G	1,142.25
4443	6/2/17	SkillWorks	10310-G	609.00
4444	6/2/17	SNYDER BROTHER	10310-G	256.54
4445	6/2/17	STONE & CO	10310-G	1,095.00
4446	6/2/17	TOTAL INSTRUMEN	10310-G	340.00
4447	6/2/17	VERIZON WIRELES	10310-G	216.78
4448	6/15/17	A&H EQUIPMENT	10310-G	150.87
4449	6/15/17	ALLOY OXYGEN &	10310-G	300.24
4450	6/15/17	AQUA FILTER FRES	10310-G	152.45
4451	6/15/17	CINTAS	10310-G	317.01
4452	6/15/17	Clairton Piping Cons	10310-G	1,600.00

**CMA**  
**MEETING Check Register**  
**For the Period From May 19, 2017 to Jun 15, 2017**

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
4453	6/15/17	CLAR EQUIPMENT	10310-G	54,441.18
4454	6/15/17	JAMES M. COX	10310-G	1,626.56
4455	6/15/17	CUSTOM ENVIRON	10310-G	6,302.00
4456	6/15/17	DIRECT ENERGY B	10310-G	129.84
4457	6/15/17	DODARO, MATTA &	10310-G	5,852.50
4458	6/15/17	DRNACH ENVIRON	10310-G	5,175.00
4459	6/15/17	DUQUESNE LIGHT	10310-G	207.64
4460	6/15/17	ELIZABETH ELECTR	10310-G	103.00
4461	6/15/17	EXPORT FUEL CO. I	10310-G	210.30
4462	6/15/17	FARNHAM & PFILE	10310-G	206.05
4463	6/15/17	FAYETTE WASTE L	10310-G	85.00
4464	6/15/17	FNB Commercial Cre	10310-G	1,542.51
4465	6/15/17	George Grisnik	10310-G	275.00
4466	6/15/17	HACH COMPANY	10310-G	5,287.47
4467	6/15/17	HENDERSON PEST	10310-G	100.00
4468	6/15/17	HORIZON	10310-G	105.00
4469	6/15/17	INDUSTRIAL APPRA	10310-G	685.00
4470	6/15/17	THE INTERCHANGE	10310-G	122.00
4471	6/15/17	JEFFERSON HILLS	10310-G	44.75
4472	6/15/17	KLH ENGINEERS, IN	10310-G	2,485.00
4473	6/15/17	LINK COMPUTER C	10310-G	1,155.69
4474	6/15/17	M & B Window Clean	10310-G	250.00
4475	6/15/17	Matheson Tri-Gas	10310-G	45.50
4476	6/15/17	MODEL UNIFORMS	10310-G	498.48
4477	6/15/17	PA AMERICAN WAT	10310-G	92.30
4478	6/15/17	PASTORE PLUMBIN	10310-G	200.00
4479	6/15/17	PENNSYLVANIA ON	10310-G	57.71
4480	6/15/17	PEOPLES NATURAL	10310-G	119.39
4481	6/15/17	PITTSBURGH POST	10310-G	2,392.35
4482	6/15/17	PREMIER SAFETY &	10310-G	71.26
4483	6/15/17	Qorpak	10310-G	180.06
4484	6/15/17	RC WALTER & SON	10310-G	201.75

**CMA**  
**MEETING Check Register**  
**For the Period From May 19, 2017 to Jun 15, 2017**

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
4485	6/15/17	RONDINELLI, DEBO	10310-G	400.00
4486	6/15/17	SAMS CLUB	10310-G	56.90
4487	6/15/17	STONE & CO	10310-G	4,493.09
4488	6/15/17	UNISAFE	10310-G	269.70
4489	6/15/17	UNIVAR USA	10310-G	<u>2,610.00</u>
<b>Total</b>				<u><u>206,833.32</u></u>

## **Report of the Finance Director – June 15, 2017**

**Century Townhomes** – We adjusted the bankruptcy off of the account going back to 2/1/2016. We will have discussions with them on their delinquent amounts. We had a meeting with them on May 26, 2017 to discuss their delinquent account.

**Delinquent Accounts shutoffs** - In May we sent out 356 - 10 day delinquent notices, 103 properties were posted for shutoff, and 21 accounts were shut off.

**Collections Crew Management and Reporting** – The May 2017 report has been sent to you.

**Short Term Disability** – We have one employee out on long term disability (LTD). His 12-month short term disability expired on June 7, 2017.

**Liens** – Working with the solicitor to lien properties. We have submitted documentation to the solicitor to lien properties on the demolition list recently published in the paper. We are also looking at the list of the 2014 Tax sale properties that the City would like us to join them in removing the liens to get the properties back on the tax rolls. The solicitor has filed then liens on the 11 properties that have amounts owed greater than \$250.

**Sewage Sludge Hauling and Disposal Contract** – The RFP and specifications have been prepared and we are awaiting final review prior to bidding out the contract.

**May Municipal Bills** – There was a technical problem with the PA American Water Company providing the usage data for the May bills which was discovered the day the bills were to be prepared. Approximately 900 of our customers received bills with usage which left about 1,900 customers who were billed only the flat rate. The usage will be caught up on the June bills. The reason we could not estimate the bills is that if we would have done that all of the bills including the ones where there was no usage would get estimated as well this would create problems with the billing in that we would have to review all of our accounts individually which would not be practical due to our limited staff and the requirements of the billing system to account for the corrections one at a time. There is a message from us on the back of the bills explaining what occurred. We have redesigned the bill so that any message we place on the front of the bill can be larger than two lines.

**Energy Fund** – In May the fund processed 13 applications, approved 3 and denied 10. We are having a discussion with them about the payment arrangements to us from the fund.

**Bill Inserter** - I have informed you previously that we have been having some maintenance issues with our bill inserter which has gotten more frequent over the last few months. The issue with the existing machine is that it is currently out of production and we have been told by our contracted maintenance on it that they are having a difficult time getting replacement parts. Due to some of the recent issues we have had with the billing I believe we need to act sooner than later to acquire a replacement.

I have reached out to Pitney Bowes who have quoted a replacement in two ways. They have quoted an outright purchase with monthly maintenance cost as well as monthly lease cost including maintenance. The quotes are based on Costars pricing under contract number 4400015965.

The purchase cost of a Relay Model 400 system is \$12,881.40 plus an annual maintenance cost of \$1,972.85. The lease cost would be \$417.13 per month billed quarterly at \$1,251.39 for a 60-month term with maintenance included. Since we currently pay about \$160 per month for the maintenance cost of our current machine the cost differential for the new inserter lease would be incrementally about \$260. There is no trade in on the old equipment however we should be able to get credit on the balance of our maintenance agreement which goes into 2018.

My recommendation is that we go with the 60-month lease arrangement.



CMA  
 Year to Date Income Statement  
 Collection Budget to Actual  
 For the Five Months Ending May 31, 2017  
 Percent of Year 41.67% (5 months / 12 months)

	Current Year Actual	Current Year Budget	Remaining Amount	Percent Expended
<b>Revenues</b>				
Residential Flat Rate	\$ 701,535.66	\$ 1,680,000.00	978,464.34	41.76
Commerical Flat Rate	73,942.40	178,000.00	104,057.60	41.54
Alleg Housing Flat Rate	48,000.00	115,200.00	67,200.00	41.67
School Flat Rate	9,000.00	21,600.00	12,600.00	41.67
USS Flat Rate	358,250.00	859,800.00	501,550.00	41.67
<b>Total Debt Service Revenues</b>	<b>1,190,728.06</b>	<b>2,854,600.00</b>	<b>1,663,871.94</b>	<b>41.71</b>
<b>Total Consumption Revenues</b>	<b>445,058.49</b>	<b>1,130,000.00</b>	<b>684,941.51</b>	<b>39.39</b>
<b>Total Consumption Revenues</b>	<b>\$ 445,058.49</b>	<b>\$ 1,130,000.00</b>	<b>684,941.51</b>	<b>39.39</b>
<b>CTH Consumption Revenues</b>	<b>\$ 45,128.00</b>	<b>\$ 30,000.00</b>	<b>(15,128.00)</b>	<b>150.43</b>
CTH Debt Service Revenues	70,600.00	184,200.00	113,600.00	38.33
CTH Penalty and Interest	12,584.59	0.00	(12,584.59)	0.00
<b>Total Century Townhomes</b>	<b>128,312.59</b>	<b>214,200.00</b>	<b>85,887.41</b>	<b>59.90</b>
<b>Other Revenue</b>				
Penalty	36,114.04	72,000.00	35,885.96	50.16
Dye Test Fees - Plumber	(2,400.00)	0.00	2,400.00	0.00
Dye Test - Application Fees	1,175.00	2,200.00	1,025.00	53.41
Lien Letter Fees	1,050.00	1,900.00	850.00	55.26
NSF Fees	159.00	300.00	141.00	53.00
Posting Fees -Terminations \$20	5,910.00	7,200.00	1,290.00	82.08
Magistrate & Legal Fees	0.00	500.00	500.00	0.00
Notice Fee - \$15	30,937.41	42,000.00	11,062.59	73.66
Vactor Rental	750.00	100.00	(650.00)	750.00
Miscellaneous Income	31,873.55	0.00	(31,873.55)	0.00
Investment Interest	(4,916.23)	0.00	4,916.23	0.00
Prior Sewage Fee	877.97	0.00	(877.97)	0.00
<b>Total Other Revenues</b>	<b>101,530.74</b>	<b>126,200.00</b>	<b>24,669.26</b>	<b>80.45</b>
<b>Total Revenues</b>	<b>\$ 1,865,629.88</b>	<b>\$ 4,325,000.00</b>	<b>2,459,370.12</b>	<b>43.14</b>
<b>Expenses</b>				
Office Expenses	\$ 4,883.98	\$ 5,200.00	316.02	93.92
Billing Expense	11,577.40	58,300.00	46,722.60	19.86
Collection System Supplies	27,522.57	25,980.00	(1,542.57)	105.94
Equipment	70,551.59	164,447.00	93,895.41	42.90
Maintenance & Repair	16,333.32	126,000.00	109,666.68	12.96
Vehicle Expense	5,064.73	12,800.00	7,735.27	39.57
Utilities	5,550.18	25,440.00	19,889.82	21.82
Wages & Taxes	163,212.92	339,823.00	176,610.08	48.03
Employee Benefits	32,884.32	186,010.00	153,125.68	17.68
Conference & Memberships	558.06	2,650.00	2,091.94	21.06
Professional Services	55,151.12	85,450.00	30,298.88	64.54
Insurance	30,277.38	25,000.00	(5,277.38)	121.11
WWTP Treatment Charges	250,290.00	2,200,000.00	1,949,710.00	11.38
<b>Total Operating Expenses</b>	<b>673,857.57</b>	<b>3,257,100.00</b>	<b>2,583,242.43</b>	<b>20.69</b>

For Management Purposes Only

CMA  
 Year to Date Income Statement  
 Collection Budget to Actual  
 For the Five Months Ending May 31, 2017  
 Percent of Year 41.67% (5 months / 12 months)

	Current Year Actual	Current Year Budget	Remaining Amount	Percent Expended
Total Debt Payments				
Debt Pmt City of Clairton	169,890.80	407,738.00	237,847.20	41.67
Debt Pmt (full bond)	220,036.45	528,088.00	308,051.55	41.67
Debt Service Coverage - 10%	0.00	52,809.00	52,809.00	0.00
Debt Pmt WWTP Transfers	496,685.70	1,190,977.00	694,291.30	41.70
	<u>886,612.95</u>	<u>2,179,612.00</u>	<u>1,292,999.05</u>	<u>40.68</u>
Total Expenses	<u>1,560,470.52</u>	<u>5,436,712.00</u>	<u>3,876,241.48</u>	<u>28.70</u>
Over/Under Budget	\$ <u>305,159.36</u>	\$ <u>(1,111,712.00)</u>	<u>(1,416,871.36)</u>	<u>(27.45)</u>

CMA  
Year to Date Income Statement  
WWTP Budget to Actual  
For the Five Months Ending May 31, 2017  
Percent of Year 41.67% (5 months / 12 months)

	Current Year Actual	Current Year Budget	Remaining Amount	Percent Expended
<b>Revenues</b>				
Clairton Collecti/Debt Service	\$ 496,685.70	\$ 1,191,025.00	694,339.30	41.70
Jefferson Hills Debt Service	386,702.35	928,123.00	541,420.65	41.66
Petersan WWTP Debt Service	333,593.00	800,656.00	467,063.00	41.66
South Park Debt Service	60,131.00	144,320.00	84,189.00	41.67
<b>Total Debt Service Revenues</b>	<b>1,277,112.05</b>	<b>3,064,124.00</b>	<b>1,787,011.95</b>	<b>41.68</b>
Clairton Collec/Operation/Main	250,290.00	1,200,000.00	949,710.00	20.86
Jefferson Hills Operation/Main	234,124.00	0.00	(234,124.00)	0.00
Petersan Operation/Maint	272,432.00	0.00	(272,432.00)	0.00
South Park Operation/Maint	47,028.00	0.00	(47,028.00)	0.00
<b>Total Consumption Revenues</b>	<b>803,874.00</b>	<b>1,200,000.00</b>	<b>396,126.00</b>	<b>66.99</b>
<b>Other Revenue</b>				
Sludge Acceptance	57,234.50	136,000.00	78,765.50	42.08
Miscellaneous Income	3,474.01	0.00	(3,474.01)	0.00
Collection Office Rent	0.00	12,000.00	12,000.00	0.00
Interest Income	6,480.29	8,800.00	2,319.71	73.64
Investment Interest	40,230.36	220,000.00	179,769.64	18.29
Capacity Fees	26,037.04	24,180.00	(1,857.04)	107.68
<b>Total Other Revenues</b>	<b>133,456.20</b>	<b>400,980.00</b>	<b>267,523.80</b>	<b>33.28</b>
<b>Total Revenues</b>	<b>\$ 2,214,442.25</b>	<b>\$ 4,665,104.00</b>	<b>2,450,661.75</b>	<b>47.47</b>
<b>Expenses</b>				
Office Expenses	\$ 5,019.96	\$ 12,550.00	7,530.04	40.00
Treatment Supplies & Chemicals	37,218.32	95,300.00	58,081.68	39.05
Treatment Sludge Disposal	89,055.27	306,681.00	217,625.73	29.04
Flow Monitoring Data & Fees	49,075.09	123,000.00	73,924.91	39.90
Equipment	34,587.96	402,700.00	368,112.04	8.59
Maintenance & Repair	24,473.31	178,000.00	153,526.69	13.75
Vehicle Expense	2,886.26	59,200.00	56,313.74	4.88
Utilities	72,610.97	209,922.00	137,311.03	34.59
Wages & Taxes	317,186.45	736,860.00	419,673.55	43.05
Employee Benefits	111,733.05	320,915.00	209,181.95	34.82
Conference & Memberships	2,249.81	28,450.00	26,200.19	7.91
Professional Services	66,553.52	113,650.00	47,096.48	58.56
Insurance	45,325.62	55,000.00	9,674.38	82.41
<b>Total Operating Expenses</b>	<b>857,975.59</b>	<b>2,642,228.00</b>	<b>1,784,252.41</b>	<b>32.47</b>
<b>Total Debt Payments</b>				
Debt Service Coverage - 10%	0.00	306,413.00	306,413.00	0.00
DEBT PMT Transfers Wells Fargo	1,276,666.65	3,064,125.00	1,787,458.35	41.66
<b>Total Debt Payments</b>	<b>1,276,666.65</b>	<b>3,370,538.00</b>	<b>2,093,871.35</b>	<b>37.88</b>
<b>Total Expenses</b>	<b>2,134,642.24</b>	<b>6,012,766.00</b>	<b>3,878,123.76</b>	<b>35.50</b>
<b>Over/Under Budget</b>	<b>\$ 79,800.01</b>	<b>\$ (1,347,662.00)</b>	<b>(1,427,462.01)</b>	<b>(5.92)</b>

For Management Purposes Only

CMA  
Cash Account Monthly Summary  
As of: May 31, 2017

	<u>Beginning Balance</u>		<u>Deposits</u>		<u>Disbursements</u>		<u>Ending Balance</u>
<b>Operating Accounts</b>							
10320-T FN-WWTP Depository	2,459,562.22	\$	890,073.01	\$	(425,806.38)	\$	2,923,828.85
10330-C FN-Collection Depository	1,435,126.75		338,018.85		(238,847.13)		1,534,298.47
10310-G FN-Disbursements	40,384.04		112,139.22		(112,139.22)		40,384.04
10311-G FN-Payroll	21,337.82		118,703.50		(115,667.22)		24,374.10
<b>Reserved Accounts</b>							
10331-C FN-Collection City Pmts	292,212.31		33,978.16		0.00		326,190.47
10322-T FN-OPEB	481,214.45		217.54		0.00		481,431.99
10321-T FN-WWTP Capacity & Capital Im	3,578,112.66		4,851.13		0.00		3,582,963.79
10333-C Collection Capital Improvement	1,518,182.00		0.00		0.00		1,518,182.00
10332-T WWTP Debt Coverage	75,781.24		34.26		0.00		75,815.50
Total FNB Accounts	<u>9,901,913.49</u>	\$	<u>1,498,015.67</u>	\$	<u>(892,459.95)</u>	\$	<u>10,507,469.21</u>
<b>Trustee Accounts</b>							
10200-C WF Series A - Construction	531,818.91	\$	0.00	\$	(37,799.16)	\$	494,019.75
10200-T WF - Series B - Construction	25,722,918.10		0.00		(1,855,998.12)		23,866,919.98
10220-T WF - Debt Service	1,502,404.49		300,066.20		0.00		1,802,470.69
10221-T WF - Debt Service Reserve	3,706,455.93		0.00		(8,576.03)		3,697,879.90
Total Trustee Accounts	<u>31,463,597.43</u>	\$	<u>300,066.20</u>	\$	<u>(1,902,373.31)</u>	\$	<u>29,861,290.32</u>
Grand Total	<u>41,365,510.92</u>	\$	<u>1,798,081.87</u>	\$	<u>(2,794,833.26)</u>	\$	<u>40,368,759.53</u>

## Collection System - Sewage Billing Summary

### Accounts Receivable

As of 6/05/2017                   \$    885,395.14  
 Minus CTH Delinq.\*           \$   (146,806.61)

<b>Total Accts Receivable</b>	<b>\$    738,588.53</b>
-------------------------------	-------------------------

<b>Century Townhomes delinquent plus the \$164,801.87</b>			<b>\$    311,608.48</b>
Active Accounts	Number of accounts	2,960	\$   527,559.09
Inactive Accounts	Number of accounts	546	\$    357,836.05
			\$   1,197,003.62

Current	31-60 Days	61-90 Days	91-120 DAYS
\$    73,282.26	\$   102,324.04	\$   105,251.70	\$    604,537.14

#### \*\*Monthly Billing

January	\$   390,517.06
February	376,077.56
March	353,064.36
April	375,009.53
May	316,845.35
June	
July	
August	
September	
October	
November	
December	
<b>Total Billing</b>	<b>\$   1,811,513.86</b>

#### Monthly Collections

January	\$   383,094.46
February	385,067.00
March	386,076.48
April	347,814.18
May	331,936.36
June	
July	
August	
September	
October	
November	
December	
<b>Total Collections</b>	<b>\$   1,833,988.48</b>

\*Century Townhomes Delinquent Portion

\*\* Includes: All Sewage Billing and adjustments, Penalties, PAWC on-off Fees, NSF Check Fees, Constable Fees for posting.

	March Sent	Fee Charged
Notices Sent for Delinquent	356	\$5,340
Posting of Property for termination	103	\$2,060

**CTH Billing  
Summary  
January**

2017

gallons used  
1,408,000

Consumption Charge	\$	11,264.00
flat fee billed	\$	13,200.00
<b>Total Bill</b>	<b>\$</b>	<b>24,464.00</b>
payment	\$	(20,500.00)

**Feb**

Consumption Charge	\$	13,560.00	1,695,000
flat fee billed	\$	13,200.00	
<b>Total Bill</b>	<b>\$</b>	<b>26,760.00</b>	
payment	\$	(31,284.00)	

**March**

Consumption Charge	\$	9,544.00	1,193,000
flat fee billed	\$	13,200.00	
<b>Total Bill</b>	<b>\$</b>	<b>22,744.00</b>	
payment	\$	(45,000.00)	

**April**

Consumption Charge	\$	10,760.00	1,345,000
flat fee billed	\$	13,200.00	
<b>Total Bill</b>	<b>\$</b>	<b>23,960.00</b>	
payment	\$	(19,810.00)	

**May**

Consumption Charge	\$	-	0
flat fee billed	\$	13,200.00	
<b>Total Bill</b>	<b>\$</b>	<b>13,200.00</b>	
payment	\$	(13,200.00)	

**June**

Consumption Charge			0
flat fee billed	\$	13,200.00	
<b>Total Bill</b>	<b>\$</b>	<b>13,200.00</b>	
payment			

**July**

Consumption Charge			0
flat fee billed	\$	13,200.00	
<b>Total Bill</b>	<b>\$</b>	<b>13,200.00</b>	
payment			

**August**

Consumption Charge			0
flat fee billed	\$	13,200.00	
<u>Total Bill</u>	<u>\$</u>	<u>13,200.00</u>	
payment			

**September**

Consumption Charge			0
flat fee billed	\$	13,200.00	
<u>Total Bill</u>	<u>\$</u>	<u>13,200.00</u>	
payment			

**October**

Consumption Charge			0
flat fee billed	\$	13,200.00	
<u>Total Bill</u>	<u>\$</u>	<u>13,200.00</u>	
payment			

**November**

Consumption Charge			0
flat fee billed	\$	13,200.00	
<u>Total Bill</u>	<u>\$</u>	<u>13,200.00</u>	
payment			

**December**

Consumption Charge			0
flat fee billed	\$	13,200.00	
<u>Total Bill</u>	<u>\$</u>	<u>13,200.00</u>	
payment			

<b>TOTAL TO DATE</b>	<b>Charges</b>	<b>Gallons</b>	
Consumption Charge	45,128.00	5,641,000	5,641,000
flat fee billed	66,000.00		
<u>Total Bill</u>	<u>\$ 111,128.00</u>		

Total Payments \$ (129,794.00) \$ (18,666.00)

# June 2017 Operations and Collections Report

Mascaro Update – Excavation and shoring continues at the pump station. The digester walls are up and Wayne Crouse will start the internal equipment soon. Masonry work will start on the headworks building and large process equipment has started to be delivered.

Last month we purchased the new WIMS Software for the plant and lab. The software was delivered and we are installing it on June 23<sup>rd</sup> with reps from Shiloh and Hach involved. On June 1<sup>st</sup> we had our kickoff meeting to go over expectations and set up phase completion dates.

On July 27<sup>th</sup> we will be hosting the quarterly lab meeting for western Pennsylvania and to show off our new lab. It will last 3-4 hours and I was hoping to buy a light lunch and beverages if that's ok with the Board.

I'd like to purchase a 5 year service agreement with Eaton Corporation for the new switchgear. The total price is \$58,026.00 with a draw schedule set up to be \$8300 for years 1-4, and \$24,826.00 for year 5. KLH and the solicitor reviewed and ok'd the proposal. I will need a motion.

Johnny's Glass will soon be installing the Plexiglas partition in the garage to protect the electrical gear from any water hazards.

The catch basin inserts for State Street are expected to be delivered and installed soon.

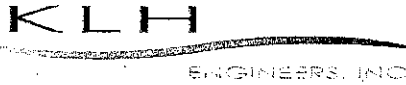
JetJack continues to plug away at State Street heavy deposits.

The collections crew finished up all repairs and installations for the areas that the City will be paving this summer. Also, the street sweeper has been repaired by our staff. They are also working on the Level 5 list to come up with repairs that we can do in-house, as well as projects for future grants.

The Vactor is in the shop for routine maintenance and pressure loss evaluation and repairs. We hope to have it back next week depending on parts availability.

On May 27, bids were opened for the Golden Gate Sewer Improvements, KLH will report on the contractor and bid amount.





**CLAIRTON MUNICIPAL AUTHORITY**

**Consulting Engineer's Report**

**June 15, 2017**

**ACTIVE ITEMS**

**WWTP Phase 1 Expansion Project**

The deep excavation is almost complete. All tiebacks have been installed. Block work has started on the headworks and the digester structure is complete. Work also continues on site piping and various electrical items.

**Maintenance Garage and Trail Relocation**

A meeting was held with Arcon, KLH and the Solicitor. All pending change orders were reviewed and discussed. KLH is awaiting a response from Arcon to determine the final closeout payment.

**Coal Valley Road Pump Station**

KLH has finalized the gravity sewer drawings and forwarded to Gateway Engineers to incorporate in the overall project drawing set. Gateway has sent the force main alignment to KLH for review and comment.

**Billing Meter Improvements**

KLH is proceeding with the design of the improvements in conjunction with the upstream communities' requests. It is anticipated the new metering configuration will be active the second quarter of this year.

**State Street Sewer CCTV and Heavy Cleaning**

Jet Jack is making progress. They have brought the larger VAC-9 truck onsite, and have been making steady progress. Contractor is requesting a change order in the amount of \$330/hr to continue the use of VAC-9. KLH met with Jet Jack on 6/14/17 for a project update and proposed completion date. Contractor is proposing one month use of VAC-9, and an additional one month of cutting remains. There is approximately \$120,000 in work remaining to completely clean and CCTV the lines, making the total cleaning contract approximately \$340,000. KLH estimates the lining contract to be \$500,000, which brings the total project cost to approximately \$840,000.

**CDBG Year 41 Projects**

All work is complete. The Solicitor provided a release for Mr. Fox to sign. The release was delivered to Mr. Fox, but he would like to wait and see if the concrete holds up for a longer period of time.

**CDBG Year 43 Projects**

The CDBG Full Application was submitted to the Steel Rivers COG. CMA is requesting a 65% match up to \$66,000.00 in order to replace four (4) level 5 defect sewers throughout the City. Full Applications are currently under review.

**Chlorine Room Hoist Upgrades**

The new conductor bar system is installed. The new hoist is too large to go through the doorways, so the contractor is working with the manufacturer to supply a new hoist. In the meantime, the existing hoist has been reinstalled. Since the new conductor bar system is installed, there are no safety concerns while operating the hoist.

**PA Small Water and Sewer Program**

KLH submitted a portion of the Golden Gate Sewer Improvements for DCED Grant. The Authority was granted \$85,750.00 to complete the work. The bid opening was held May 25, 2017 at 10:00 a.m. at the CMA. The contract has been awarded to the apparent low bidder, Advanced Contracting, Inc., in the amount of \$327,035.50. After applying the grant funding, the Authority's project share is \$241,285.50.

**Sludge Hauling Contract**

KLH has prepared bid documents for the Authority's Sludge Hauling contract. The contract will be a five (5) year contract.

**Capital Requisition**

Requisition 313-A in the amount of \$9,706.43, and 314-B in the amount of \$1,651,860.80 are presented for Board approval.

Respectfully Submitted,

---

John C. Mowry, P.E.  
Vice President

**Clairton Municipal Authority**  
**Golden Gate Sewer Improvements - Phase 1**  
**Contract No. 2016-03**  
**Bidders Tab**  
**May 25, 2017 -- 10:00 AM**

CONTRACTOR	SURETY/ AMOUNT	TOTAL BID AMOUNT
A. Merante Contracting 4740 Streets Run Road Pittsburgh, PA 15236	10%	\$ 570,570.00
Advanced Contracting, Inc. 4572 Greenville Sandy Lake Road Stoneboro, PA 16153	10%	\$ 327,038.50
Bella Enterprises Inc 3235 Millers Run Road Cecil, PA 15321		
Carl P Fekula Inc 5535 Longview Ave Monongahela, PA 15063	10%	\$ 601,082.00
Glenn Johnston, Inc. 1055 Center Street McKeesport, PA 15132	10%	\$ 987,953.00
INDEPENDENT ENTERPRISES, INC. 5020 THOMS RUN ROAD OAKDALE, PA 15071	10%	\$ 524,334.50
Osiris Enterprises 2943 Brownsville Road pittsburgh, PA 15227	10%	\$ 670,742.00
R & B Contracting & Excavation, Inc. 4821 Buttermilk Hollow Road West Mifflin, PA 15122		
Soli Construction Inc 120 Tropiano Lane Irwin, PA 15642		
U&S Construction 109 Power Street Pittsburgh, PA 15215		
W.A. Petrakis Contracting Co. 5034 Sequoia Court Export, PA 15632		

-454,000



Powering Business Worldwide

Eaton Corporation  
Electrical Engineering Services & Systems  
130 Commonwealth Drive  
Warrendale, PA 15086  
Tel: 503-550-9855  
Fax: 724-779-5828  
Email: [AndyVrotsos@eaton.com](mailto:AndyVrotsos@eaton.com)

March 23, 2017

Clairton Municipal Authority  
1 North State St.  
Clairton, PA 15025

C/O KLH Engineers

Attention: Mr. Mike McCaffrey  
Phone: (412) 494-0510, e-mail: [mmccaffrey@klhengineers.com](mailto:mmccaffrey@klhengineers.com)

Subject: Clairton Municipal Authority – MVA Service Contract  
Eaton Negotiation Number PGK6170126-2-NP\_Rev3

Dear Mr. McCaffrey:

Thank you for considering Eaton's Electrical Engineering Services & Systems (E-ESS) for your electrical solutions requirements.

### 1. PROJECT SUMMARY

E-ESS is providing this proposal to offer a 5-year service contract for the recently installed 27kV Main-Tie-Main VCP-W switchgear, including discounted service rates for troubleshooting and support.

### 2. EQUIPMENT BILL OF MATERIAL

Equipment List	Qty
500KVA Oil-Filled Transformer, 23000V-480V	1
750KVA Oil-Filled Transformer, 23000V-480V	1
18kV Lightning Arrestors (Sets of 3)	9
25KVA Control Power Transformer	2
270VCP-W 40 1200A	10
Current Transformers, MR (Sets of 3)	10
EDR5000 Relay	10
PXM6000 Meter	2
27kV PT	8
Zero Sequence CT	7
Insulgard Partial Discharge System	1
Power Xpert Dashboard System	1
270VCP-W 40 1200A (Spare)	1
Manual Ground and Test Device	1

### 3. SCOPE OF WORK

Eaton Corporation will provide the necessary field service personnel, tools, materials and approved test equipment to perform the scope of work as described herein.

- EESS will update the Power Xpert Dashboard firmware at six-monthly intervals, as well as update Dashboard screens to show equipment arc flash ratings (If study data is available)
- Perform infrared scanning on the 27kV equipment during each site visit.
- Evaluate Insulgard partial discharge relay results during each site visit.
- Perform inspection of switchgear and breakers after Year 1 and Year 3.
- EESS will perform preventative maintenance on the equipment defined in the table above per Eaton's attached standard Preventative Maintenance and Testing Guidelines in Year 5 of the contract.

A comprehensive engineering report including findings, test data, and recommendations will be furnished after completion of work.

### 4. PRICING

Price for the above scope of work is **58,026.00**, based on performing site work on a weekday-day turn. If the work cannot be performed during regular working hours (6am-5pm) or must be performed on weekends or holidays, please contact us to adjust the price accordingly.

Eaton will also offer discounted labor rates for emergency call outs and troubleshooting at **20%** of Eaton's current published list price for the duration of the 5-Year service contract.

The draw schedule for the above amount will be:

- Year 1 - \$ 8,300.00
- Year 2 - \$ 8,300.00
- Year 3 - \$ 8,300.00
- Year 4 - \$ 8,300.00
- Year 5 - \$ 24,826.00

Yearly billing dates above will depend on when the contract is awarded and the contract year begins.

### 5. DELIVERY

The scheduling of work will be mutually agreed upon between the customer and Eaton's Electrical Engineering Services & Systems. Please allow two weeks for scheduling purposes.

### 6. ORDER ENTRY

Order is to be submitted to:

Eaton Corporation  
Attn: Lori McPherson  
130 Commonwealth Drive  
Warrendale, PA 15086

### 7. QUALIFICATIONS / CLARIFICATIONS

- All work to be completed at straight time, Monday through Friday, 6am-5pm.
- Eaton has not included any safety training.
- Minor repairs and adjustments taking a minimal amount of time will be included in our base price. If additional time or material is required, it will be charged as an extra.

- If straight time work is required to be performed on an overtime basis, Customer will be billed the difference between the straight time and overtime rate.
- Stand-by power needs, if deemed necessary, are not included.
- Applicable fees for outage related costs including stand-by and re-connect services are not included.

#### **8. SAFETY TRAINING OF EATON FIELD PERSONNEL:**

- All Eaton field personnel received training to comply with OSHA CFR1910 Electrical Safety Standard, which sets minimum safety rules and practices for the design, operation, and maintenance of high-voltage systems (over 600 volts). Safety standards are in place to meet or exceed NFPA 70E requirements, and appropriate Personal Protective Equipment (PPE) have been issued.
- The customer is responsible to ensure that any supporting plant personnel have also be fully trained in electrical safety and provided with the appropriate personnel protective equipment.

#### **9. SAFETY ARC-FLASH PROVISIONAL STATEMENT:**

The customer supplied Arc-Flash study along with their labeled equipment to meet NFPA requirements will be used to determine the Personal Protective Equipment (PPE) required to perform the work required for this proposal. When a current study and labeling is not available, the time required to determine the proper PPE will be at the current rate per hour, unless included within the Eaton scope of work. Eaton will not perform work activities in situations where the proper level of PPE is not practical. At no time will work be performed when the arc-flash exposure levels are above 40 cal/cm<sup>2</sup>.

#### **10. DIVISION OF RESPONSIBILITY**

##### *Eaton Responsibilities:*

- Eaton will perform necessary adjustments, which are required to bring equipment to satisfactory operating condition, or review these with you prior to commencement of any additional work.
- Eaton will provide you with a minimum notice of 72 hours of intent to service any equipment.
- Eaton shall furnish test engineers, field technicians, support personnel, tools, equipment, materials, supplies and transportation as required.
- Eaton will provide and install safety locks, as required, and in accordance with the facility safety guidelines.
- Eaton will perform voltage test and install necessary circuit / equipment safety grounds to assure safe working conditions
- Upon completion of work:
  - 1) Eaton will remove safety grounds installed by Eaton
  - 2) Eaton will remove safety locks installed by Eaton.

##### *Customer Will Be Responsible For The Following:*

- Providing free access to equipment within their facility.
- Ensuring that all equipment is available upon arrival of Eaton personnel, including removal from service to permit continuous progression of work. Delay time in making equipment available will be treated as an extra.
- Identifying site contact for this project.
- Coordinating all outages and perform all switching to de-energize and isolate equipment to be serviced.

- Ensuring that all circuits to be de-energized have been clearly identified and that all plant personnel and downstream operations are aware of the required outage date, time and duration. This includes maintaining power to vital or necessary plant equipment and processes during the performance of this scope of work.
- Supplying a complete set of electrical plans, including the plant single-line diagram, specifications, and any pertinent change orders to Eaton before commencement of work.
- Supply a suitable and stable source of power for operation of test equipment.
- Providing a place to receive and unload replacement equipment, test equipment or other supplies.

#### 11. WHY EATON FOR THIS PROJECT:

- Eaton field personnel have years of experience with medium and high voltage electrical distribution equipment and have been factory trained at the Eaton Distribution Equipment Manufacturing Facilities and obtained outside training on other competitors' equipment.
- Eaton maintains a fully functional and operational remote monitoring center, which can be incorporated as part of the solutions to improve your overall electrical system reliability.
- Eaton has access to the engineering departments who currently design electrical equipment.
- Eaton has the following in-house technical support available to the specification engineer:
  - Environmental-Health and Safety personnel
  - Factory design engineers
  - Power Systems Engineers
  - Quality and Standards Engineers
- Eaton personnel are very familiar with the maintenance program for the electrical distribution systems of all designs and applications.
- Eaton test equipment is state of the art and calibrated yearly.
- Emergency Service available 24 hours per day, 365 days per year.
- Eaton will assign Nate Steele as lead engineer for this project. Mr. Steele will perform all project management functions as well as support actual fieldwork. Mr. Steele is very familiar with your facility and will manage this maintenance program with minimal involvement required by your plant personnel. See attached resumes of key personnel that will be part of this project.

#### 12. TERMS AND CONDITIONS

Any order arising out of this offer will be governed by the conditions contained in Eaton Selling Policy 25-000 dated November 1, 2008. Taxes, if applicable, not included. This offer is valid for 30 days unless otherwise extended, modified or withdrawn, in writing, by Eaton. Payments are due and payable net within thirty (30) days from the date of each invoice.

Please reference negotiation number **PGK6170126-2-NP\_Rev2** on any purchase order issued in response to this proposal.

Thank you for the opportunity to provide this proposal, please do not hesitate to contact me with any questions.

Sincerely,

*Andy Vrotsos*

Andy Vrotsos  
Senior Service Sales Engineer

Clairton Municipal Authority  
Service Contract

February 2017

[AndyVrotsos@Eaton.com](mailto:AndyVrotsos@Eaton.com)

24-Hour Emergency Service: 1-800-498-2678

Attachments: Eaton Selling Policy 25-000