

CLAIRTON MUNICIPAL AUTHORITY

BOARD OF DIRECTORS

Regular Monthly Meeting

Thursday June 21, 2018

6:00 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 17, 2018.
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
7. Collection & Operation Report
8. Engineer's Report
 - a. Approval of request submitted by John Mowry of KLH, for Requisition #326B in the amount of \$1,008,702.26
 - b. Award 2018 Annual Paving Contract number 2018-01 in the amount of \$_____ to _____ pending review of the contract with the solicitor.
9. Solicitor's Report
10. New Business
11. Old Business

Motion to Adjourn

CLAIRTON MUNICIPAL AUTHORITY

BOARD OF DIRECTORS MEETING

June 21, 2018

Meeting called to order at 6:00P.M. by Perry Ohm.

Executive Session was held at 5:00 pm until 6:00 pm on June 21, 2018 to discuss personnel and litigation. Mr. Cerqua was only in attendance for the Executive Session.

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

Administration/Professional

Jim Hannan, P.E., Finance Director
Gary Matta, Solicitor
Joe DeFonso, Solicitor
John Mowry, KLH Engineers
Jeff Marcink, KLH Engineers

Citizens Comments

Delwyn Peterson moved and Sue Vigliotti seconded the motion to approve the minutes from the May 17, 2018 Board Meeting. The motion carried 3-0.

Delwyn Peterson moved and Sue Vigliotti seconded the motion to approve the paying of the bills from May 18, 2018- June 21, 2018. The motion carried 3-0. Ohm abstained from A&H Equipment's bill.

Sue Vigliotti moved and Delwyn Peterson seconded the motion to approve the Year to Date Income Statements for Treatment and Collections. The motion carried 3-0.

Delwyn Peterson moved and Sue Vigliotti seconded the motion to approve Collection System Billing Summary. The motion carried 3-0.

Delwyn Peterson moved and Sue Vigliotti seconded the motion to approve the request submitted by John Mowry of KLH Engineers for Requisition #326 B in the amount \$1,008,702.26. The motion carried 3-0.

Delwyn Peterson moved and Sue Vigliotti seconded the motion to award 2018 Annual Paving Contract number 2018-01 in the amount of \$77,438.50 to Mele, Mele and Sons, Inc. pending review of the contract with the solicitor. The motion carried 3-0.

Sue Vigliotti moved and Delwyn Peterson seconded the motion to approve Change Order #29 to contract number 2016-01 (MASCARO) to an increase amount of \$11,822.00 for emergency pipe repair. The motion carried 3-0.

Delwyn Peterson moved to adjourn at 6:04 P.M.

SECRETARY

CMA
MEETING Check Register
For the Period From May 18, 2018 to Jun 21, 2018

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
5331	6/4/18	ACTION SUPPLY PR	10310-G	536.50
5332	6/4/18	AMERICAN UNITED	10310-G	105.23
5333	6/4/18	AMERICAN WATER	10310-G	1,620.00
5334	6/4/18	AQUA FILTER FRES	10310-G	343.06
5335	6/4/18	Boxer LLC	10310-G	1,130.00
5336	6/4/18	CITY OF CLAIRTON	10310-G	100.00
5337	6/4/18	COLUMBIA GAS	10310-G	527.94
5338	6/4/18	COMCAST BUSINES	10310-G	140.26
5339	6/4/18	DeLattre Corp.	10310-G	915.45
5340	6/4/18	DIRECT ENERGY B	10310-G	13,591.39
5341	6/4/18	DRNACH ENVIRON	10310-G	5,745.00
5342	6/4/18	ELIZABETH ELECTR	10310-G	39.50
5343	6/4/18	EMPIRE SCALE CO	10310-G	281.76
5344	6/4/18	FAYETTE WASTE L	10310-G	85.00
5345	6/4/18	FLAHERTY FARDO	10310-G	6,074.00
5346	6/4/18	GRAINGER	10310-G	38.32
5347	6/4/18	HENDERSON PEST	10310-G	90.00
5348	6/4/18	HOME DEPOT	10310-G	449.46
5349	6/4/18	INDOFF INCORPOR	10310-G	2,356.06
5350	6/4/18	KC AUTO AND TRU	10310-G	85.00
5351	6/4/18	L/B WATER SERVIC	10310-G	4,400.00
5352	6/4/18	LINDY PAVING	10310-G	291.38
5353	6/4/18	LINK COMPUTER C	10310-G	1,184.58
5354	6/4/18	MAHER DUESSEL	10310-G	1,987.00
5355	6/4/18	Mon River Supply	10310-G	5,445.72
5356	6/4/18	NICKOLICH SANITA	10310-G	22,033.63
5357	6/4/18	PA AMERICAN WAT	10310-G	539.78
5358	6/4/18	PA RURAL WATER	10310-G	260.00
5359	6/4/18	Pioneer Research	10310-G	478.13
5360	6/4/18	PITNEY BOWES INC	10310-G	1,590.00
5361	6/4/18	PREMIER SAFETY	10310-G	238.53
5362	6/4/18	RC WALTER & SON	10310-G	155.00

CMA
MEETING Check Register
For the Period From May 18, 2018 to Jun 21, 2018

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
5363	6/4/18	SHILOH SERVICE, I	10310-G	939.25
5364	6/4/18	SNYDER BROTHER	10310-G	389.24
5365	6/4/18	STONE & CO	10310-G	575.00
5366	6/4/18	THOMAS SCIENTIFI	10310-G	114.99
5367	6/4/18	TRIAD STRATEGIES	10310-G	11,570.99
5368	6/4/18	UNITED LABS	10310-G	319.83
5369	6/4/18	UNIVAR USA	10310-G	2,620.00
5370	6/4/18	VERIZON WIRELES	10310-G	216.86
5371	6/4/18	WATER ENVIRONM	10310-G	130.00
5372	6/4/18	WEX BANK	10310-G	1,665.97
5367V	6/4/18	TRIAD STRATEGIES	10310-G	-11,570.99
5373	6/21/18	A&H EQUIPMENT	10310-G	1,366.98
5374	6/21/18	ADVANCED FIRE C	10310-G	699.06
5375	6/21/18	ALLOY OXYGEN &	10310-G	99.74
5376	6/21/18	Applied Maintenance	10310-G	661.81
5377	6/21/18	CINTAS	10310-G	188.50
5378	6/21/18	COLUMBIA GAS	10310-G	182.35
5379	6/21/18	COMCAST BUSINES	10310-G	1,173.13
5380	6/21/18	CUMMINS BRIDGE	10310-G	972.95
5381	6/21/18	DE LAGE LANDEN F	10310-G	110.00
5382	6/21/18	DIRECT ENERGY B	10310-G	12,852.70
5383	6/21/18	DODARO, MATTA &	10310-G	3,568.25
5384	6/21/18	DRV, Incorporated	10310-G	500.62
5385	6/21/18	DUQUESNE LIGHT	10310-G	5,131.57
5386	6/21/18	FARNHAM & PFILE	10310-G	141.58
5387	6/21/18	FISHER SCIENTIFIC	10310-G	54.76
5388	6/21/18	FNB Commercial Cre	10310-G	217.98
5389	6/21/18	Guy Benack	10310-G	3,200.00
5390	6/21/18	HACH COMPANY	10310-G	8,293.50
5391	6/21/18	IEH AUTO PARTS LL	10310-G	384.81
5392	6/21/18	THE INTERCHANGE	10310-G	172.00
5393	6/21/18	JEFFERSON HILLS	10310-G	57.98

CMA
MEETING Check Register
For the Period From May 18, 2018 to Jun 21, 2018

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
5394	6/21/18	KLH ENGINEERS, IN	10310-G	12,577.63
5395	6/21/18	M & B Window Clean	10310-G	250.00
5396	6/21/18	Matheson Tri-Gas	10310-G	50.15
5397	6/21/18	MEIT	10310-G	25,022.95
5398	6/21/18	MODEL UNIFORMS	10310-G	682.76
5399	6/21/18	Mon River Supply	10310-G	1,584.55
5400	6/21/18	MONONGAHELA VA	10310-G	106.00
5401	6/21/18	PA AMERICAN WAT	10310-G	102.86
5402	6/21/18	PENNSYLVANIA ON	10310-G	42.70
5403	6/21/18	PEOPLES NATURAL	10310-G	45.71
5404	6/21/18	Pioneer Research	10310-G	478.13
5405	6/21/18	PITNEY BOWES GL	10310-G	426.93
5406	6/21/18	PITTSBURGH POST	10310-G	568.48
5407	6/21/18	Quill.com	10310-G	425.93
5408	6/21/18	RONDINELLI, DEBO	10310-G	500.00
5409	6/21/18	Sturman & Larkin For	10310-G	22.30
5410	6/21/18	TRIAD STRATEGIES	10310-G	5,600.00
5411	6/21/18	WATER ENVIRONM	10310-G	130.00
Total				<u>168,476.17</u>

CMA
Year to Date Income Statement
WWTP Budget to Actual
For the Five Months Ending May 31, 2018
Percent of Year 41.67% (5 months / 12 months)

	Current Year Actual	Current Year Budget	Remaining Amount	Percent Expended
Revenues				
Clairton Collecti/Debt Service	\$ 496,483.35	\$ 1,191,560.00	695,076.65	41.67
Jefferson Hills Debt Service	386,891.60	928,540.00	541,648.40	41.67
Petersan WWTP Debt Service	333,756.30	801,015.00	467,258.70	41.67
South Park Debt Service	60,160.40	144,385.00	84,224.60	41.67
Total Debt Service Revenues	1,277,291.65	3,065,500.00	1,788,208.35	41.67
Clairton Collec/Operation/Main	206,246.00	1,015,416.00	809,170.00	20.31
Jefferson Hills Operation/Main	329,386.00	618,408.00	289,022.00	53.26
Petersan Operation/Maint	382,728.00	980,136.00	597,408.00	39.05
South Park Operation/Maint	110,828.00	290,464.00	179,636.00	38.16
Total Consumption Revenues	1,029,188.00	2,904,424.00	1,875,236.00	35.44
Other Revenue				
Sludge Acceptance	81,668.75	136,000.00	54,331.25	60.05
Collection Office Rent	0.00	12,000.00	12,000.00	0.00
Interest Income	12,391.54	8,800.00	(3,591.54)	140.81
Investment Interest	43,378.70	100,000.00	56,621.30	43.38
Capacity Fees	43,686.00	30,000.00	(13,686.00)	145.62
Total Other Revenues	181,124.99	286,800.00	105,675.01	63.15
Total Revenues	\$ 2,487,604.64	\$ 6,256,724.00	3,769,119.36	39.76
Expenses				
Office Expenses	\$ 1,798.87	\$ 14,350.00	12,551.13	12.54
Treatment Supplies & Chemicals	34,338.61	93,500.00	59,161.39	36.73
Treatment Sludge Disposal	115,425.36	247,167.00	131,741.64	46.70
Flow Monitoring Data & Fees	42,908.54	127,810.00	84,901.46	33.57
Equipment	33,973.10	338,714.00	304,740.90	10.03
Maintenance & Repair	56,694.61	166,000.00	109,305.39	34.15
Vehicle Expense	4,296.57	11,500.00	7,203.43	37.36
Utilities	122,956.46	206,610.00	83,653.54	59.51
Wages & Taxes	330,877.41	814,805.00	483,927.59	40.61
Employee Benefits	135,353.15	371,156.00	235,802.85	36.47
Conference & Memberships	2,799.06	28,450.00	25,650.94	9.84
Professional Services	67,296.55	113,800.00	46,503.45	59.14
Insurance	63,027.00	76,000.00	12,973.00	82.93
Total Operating Expenses	1,011,745.29	2,609,862.00	1,598,116.71	38.77
Total Debt Payments				
Series B Bond Interest Expense	0.00	2,115,500.00	2,115,500.00	0.00
Series B Bond Principal	0.00	950,000.00	950,000.00	0.00
Debt Service Coverage - 10%	0.00	306,562.00	306,562.00	0.00
Total Debt Payments	0.00	3,372,062.00	3,372,062.00	0.00
Total Expenses	1,011,745.29	5,981,924.00	4,970,178.71	16.91
Over/Under Budget	\$ 1,475,859.35	\$ 274,800.00	(1,201,059.35)	537.07

For Management Purposes Only

CMA
Year to Date Income Statement
Collection Budget to Actual
For the Five Months Ending May 31, 2018
Percent of Year 41.67% (5 months /12 months)

	Current Year Actual	Current Year Budget	Remaining Amount	Percent Expended
Revenues				
Residential Flat Rate	\$ 696,746.00	\$ 1,500,000.00	803,254.00	46.45
Commerical Flat Rate	73,391.05	178,000.00	104,608.95	41.23
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
Total Debt Service Revenues	1,185,387.05	2,674,600.00	1,489,212.95	44.32
Total Consumption Revenues	604,955.26	1,100,000.00	495,044.74	55.00
Total Consumption Revenues	\$ 604,955.26	\$ 1,100,000.00	495,044.74	55.00
CTH Consumption Revenues	\$ 0.00	\$ 85,000.00	85,000.00	0.00
CTH Debt Service Revenues	66,500.00	158,400.00	91,900.00	41.98
CTH Penalty and Interest	0.00	0.00	0.00	0.00
Total Century Townhomes	66,500.00	243,400.00	176,900.00	27.32
Other Revenue				
Penalty	37,987.63	72,000.00	34,012.37	52.76
Dye Test Fees - Plumber	(2,600.00)	0.00	2,600.00	0.00
Dye Test - Application Fees	1,125.00	2,200.00	1,075.00	51.14
Lien Letter Fees	915.00	1,900.00	985.00	48.16
NSF Fees	117.00	300.00	183.00	39.00
Posting Fees -Terminations \$20	19,456.48	7,200.00	(12,256.48)	270.23
Magistrate & Legal Fees	3,451.50	500.00	(2,951.50)	690.30
Notice Fee - \$15	9,735.00	45,000.00	35,265.00	21.63
Vactor Rental	0.00	750.00	750.00	0.00
Interest Income	130.40	0.00	(130.40)	0.00
Investment Interest	424.11	0.00	(424.11)	0.00
Prior Sewage Fee	381.24	0.00	(381.24)	0.00
Total Other Revenues	71,123.36	129,850.00	58,726.64	54.77
Total Revenues	\$ 1,927,965.67	\$ 4,147,850.00	2,219,884.33	46.48
Expenses				
Office Expenses	\$ 2,715.75	\$ 5,200.00	2,484.25	52.23
Billing Expense	27,842.25	59,050.00	31,207.75	47.15
Collection System Supplies	9,641.50	25,980.00	16,338.50	37.11
Equipment	5,231.69	35,680.00	30,448.31	14.66
Maintenance & Repair	33,755.59	172,000.00	138,244.41	19.63
Vehicle Expense	8,058.79	12,800.00	4,741.21	62.96
Utilities	7,833.72	25,440.00	17,606.28	30.79
Wages & Taxes	127,161.10	326,180.00	199,018.90	38.98
Employee Benefits	47,576.00	177,810.00	130,234.00	26.76
Conference & Memberships	335.65	2,650.00	2,314.35	12.67
Professional Services	30,026.06	84,450.00	54,423.94	35.55
Insurance	30,813.00	25,000.00	(5,813.00)	123.25
VWTP Treatment Charges	206,246.00	1,015,416.00	809,170.00	20.31
Total Operating Expenses	537,237.10	1,967,656.00	1,430,418.90	27.30

For Management Purposes Only

CMA
Year to Date Income Statement
Collection Budget to Actual
For the Five Months Ending May 31, 2018
Percent of Year 41.67% (5 months /12 months)

	Current Year Actual	Current Year Budget	Remaining Amount	Percent Expended
Total Debt Payments				
Series A Bond Interest Expense	0.00	353,088.00	353,088.00	0.00
Series A Bond Principal	0.00	175,000.00	175,000.00	0.00
Debt Pmt City of Clairton	577,628.68	407,738.00	(169,890.68)	141.67
Debt Pmt (full bond)	220,296.90	0.00	(220,296.90)	0.00
Debt Service Coverage - 10%	0.00	52,809.00	52,809.00	0.00
Debt Pmt WWTP Transfers	496,483.35	1,191,559.00	695,075.65	41.67
	<u>1,294,408.93</u>	<u>2,180,194.00</u>	<u>885,785.07</u>	59.37
Total Expenses	<u>1,831,646.03</u>	<u>4,147,850.00</u>	<u>2,316,203.97</u>	44.16
Over/Under Budget	\$ <u>96,319.64</u>	\$ <u>0.00</u>	<u>(96,319.64)</u>	0.00

CMA
Cash Account Monthly Summary
As of: May 31, 2018

	<u>Beginning Balance</u>		<u>Deposits</u>		<u>Disbursements</u>		<u>Ending Balance</u>
Operating Accounts							
10320-T FN-WWTP Depository	4,201,088.41	\$	606,390.98	\$	(460,310.55)	\$	4,347,168.84
10330-C FN-Collection Depository	1,795,789.75		406,218.03		(241,576.22)		1,960,431.56
10310-G FN-Disbursements	136,103.51		183,484.03		(177,513.04)		142,074.50
10311-G FN-Payroll	6,367.91		80,554.12		(85,583.91)		1,338.12
Reserved Accounts							
10331-C FN-Collection City Pmts	699,950.23		33,978.16		0.00		733,928.39
10322-T FN-OPEB	483,994.32		369.96		0.00		484,364.28
10321-T FN-WWTP Capacity & Capital Im	3,378,186.52		13,907.07		0.00		3,392,093.59
10333-C Collection Capital Improvement	1,639,151.01		0.00		0.00		1,639,151.01
10332-T WWTP Debt Coverage	76,219.02		58.26		0.00		76,277.28
Total FNB Accounts	<u>12,416,850.68</u>	<u>\$</u>	<u>1,324,960.61</u>	<u>\$</u>	<u>(964,983.72)</u>	<u>\$</u>	<u>12,776,827.57</u>
Trustee Accounts							
10200-C WF Series A - Construction	101,524.29	\$	130.40	\$	(3,533.00)	\$	98,121.69
10200-T WF - Series B - Construction	9,082,879.82		5,584.35		(497,474.75)		8,590,989.42
10220-T WF - Debt Service	1,514,746.32		301,329.00		0.00		1,816,075.32
10221-T WF - Debt Service Reserve	3,715,996.37		2,966.86		0.00		3,718,963.23
Total Trustee Accounts	<u>14,415,146.80</u>	<u>\$</u>	<u>310,010.61</u>	<u>\$</u>	<u>(501,007.75)</u>	<u>\$</u>	<u>14,224,149.66</u>
Grand Total	<u>26,831,997.48</u>	<u>\$</u>	<u>1,634,971.22</u>	<u>\$</u>	<u>(1,465,991.47)</u>	<u>\$</u>	<u>27,000,977.23</u>

Collection System - Sewage Billing Summary

Accounts Receivable

As of 06/01/2018	\$ 1,110,570.32	
Minus CTH Delinq.*	\$ <u>(164,801.87)</u>	1,095,737.61

Total Accts Receivable	\$ 945,768.45
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Century Townhomes delinquent plus the \$164,801.87			\$ 370,376.41
Active Accounts	Number of accounts	1,454	\$ 562,831.37
Inactive Accounts	Number of accounts	596	\$ 177,362.54
			\$ 1,110,570.32

Current	31-60 Days	61-90 Days	91-120 DAYS
\$ 14,433.93	\$ 170,698.07	\$ 57,101.18	\$ 868,337.14

**Monthly Billing

January	\$ 395,125.03
February	395,687.00
March	399,078.32
April	371,573.54
May	396,808.11
June	-
July	-
August	-
September	-
October	-
November	-
December	-
Total Billing	\$ 1,958,272.00

Monthly Collections

January	\$ 393,553.36
February	358,849.96
March	370,115.35
April	398,467.40
May	381,541.21
June	-
July	-
August	-
September	-
October	-
November	-
December	-
Total Collections	\$ 1,902,527.28

CTH Billing Summary

2018

January

Consumption	1167000.00
Billed	0.00
	<u>1167000.00</u>

Consumption Charge	\$ 9,336.00
flat fee billed	\$ 13,300.00
<u>Total Bill</u>	<u>\$ 22,636.00</u>
payment	\$ (22,536.00)

Feb

Consumption	2053000.00
Billed	0.00
	<u>2053000.00</u>

Consumption Charge	\$ 16,424.00
flat fee billed	\$ 13,300.00
<u>Total Bill</u>	<u>\$ 29,724.00</u>
payment	\$ (30,182.87)

March

Consumption	2148000.00
Billed	0.00
	<u>2148000.00</u>

Consumption Charge	\$ 17,184.00
flat fee billed	\$ 13,300.00
<u>Total Bill</u>	<u>\$ 30,484.00</u>
payment	\$ (16,000.00)

April

Consumption	1689000.00
Billed	0.00
	<u>1689000.00</u>

Consumption Charge	\$ 13,512.00
flat fee billed	\$ 13,300.00
<u>Total Bill</u>	<u>\$ 26,812.00</u>
payment	\$ (26,712.00)

May

Consumption	1921000.00
Billed	0.00
	<u>1921000.00</u>

Consumption Charge	\$ 15,268.00
flat fee billed	\$ 13,300.00
<u>Total Bill</u>	<u>\$ 28,568.00</u>
payment	\$ (20,000.00)

June

Consumption	0.00
Billed	0.00
	<hr/>
	0.00

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

July

Consumption	0.00
Billed	0.00
	<hr/>
	0.00

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

August

Consumption	0.00
Billed	0.00
	<hr/>
	0.00

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

September

Consumption	0.00
Billed	0.00
	<hr/>
	0.00

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

October

Consumption	0.00
Billed	0.00
	<hr/>
	0.00

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

November

Consumption	0.00
Billed	<u>0.00</u>

Consumption Charge

flat fee billed	\$ 13,300.00
Total Bill	\$ 13,300.00

payment

December

Consumption	0.00
Billed	<u>0.00</u>

Consumption Charge

flat fee billed	\$ 13,300.00
Total Bill	\$ 13,300.00

payment

TOTAL TO DATE	Charges
Consumption Charge	71,724.00
flat fee billed	66,500.00
Total Bill	\$ 138,224.00

Total Payments	\$ (115,430.87)
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Report of the Finance Director – June 21, 2018

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. The parent company of the majority owner of the units has filed for bankruptcy in California, there has not been any information or notices given to us. Pa American Water has threatened to shut off the water for non-payment of their water bills. We received notice from the bankruptcy court in California and submitted information to the solicitor's office for a response. The Century Townhomes Association has filed for Bankruptcy protection under Chapter 11 of the Code on May 10, 2018. The solicitor's office will update the Board on this

Delinquent Accounts shutoffs - In May we sent out 388 - 10- day delinquent notices, 230 properties were posted for shutoff, and 31 accounts were sent over to the water company for shut off and 23 were actually shut off.

Collections Crew Management and Reporting – The May 2018 report is in your packet.

\$Energy Fund – In May the fund processed 20 applications, approved 13 and denied 7.

STD – We have one employee who will returned to work from Short Term Disability on May 21. Another employee went on short term disability on June 4, and an additional employee will go on STD on June 12.

PA American Water – Brian and I met with them on February 27, 2018. They will be making a field visit to see the progress of the plant improvements the morning of March 15, 2018. Nothing new to report. They have requested some additional information which we will provide upon completion of the 2017 audit report. We have provided the information requested to PA American Water. There have been no additional communications with PA American water since. I have called them and they have not returned my call. I talked to PA American Water last week and they will have something to us in July.

Grants – We have responded to questions on the grant application submitted last month and are awaiting word.

June 2018 Operations and Collections Report

Mascaro Update – The headworks building is nearly complete, pump station work continues with interior plumbing and electrical work. The roof will be installed in the next two weeks on the pump station building. Deep utility work continues. The dewatering room outage started on June 14th and will last until approximately July 13th, this means that we will not be producing dry sludge for the landfill and will be relying on tank storage from our three digesters to handle all of our primary and waste sludges.

On May 23rd we had a surprise inspection from the Allegheny County Health Department. Everything went well.

I had a contractor in to do all of our yearly flow meter calibrations on 6/5/2018.

We had a safety issue at #2 CSO as access was steep and muddy. I had two of our collections employees build a set of steps with handrail down to the structure and it came out very nice. I've also been using the collection system employees more for jobs around the plant but have to watch using too much due to possible grievances.

So far in 2018 we have completed (10) Level 5 repairs in the collection system.

Plavchak finished the repair at #5 CSO with the new piping and manhole. I had our guys make a new access road to the structure for future Vactor work before the site work was finished.

The job at the school is getting ready to start up again and the contractor was getting permits to move his heavy equipment back on site.

We had some flooding issues at the Delaware playground area and a resident had debris getting into their swimming pool. Collections installed a new catch basin and line around the basketball court to alleviate the problem during these massive rain events that we have been experiencing.

We contacted the contractors from the gas company and made the City aware of their asphalt contractor of the issues they are causing in our catch basins. The gas line contractors are putting silt bags in the basins which are quickly clogging and causing flooding hazards. Also, the City's paving contractor is allowing asphalt to fall into our catch basins causing blockages.

The Board may want to consider budgeting for and hiring at least a Maintenance Specialist in 2019. We need someone here that can familiarize themselves with all of the new equipment that is being installed, someone that can set up and control the preventative maintenance software, and someone that is proactive on maintenance issues. At some point in the near future we will also need to consider a laboratory employee as well. These positions will need to be posted in house first and we need a way to be able to hire from outside the plant for better qualified candidates.

Meeting with the City on June 15th to look at the storm sewers at the baseball fields.



April 26, 2018
Ref. No.: 346-65

Dear City of Clairton Utility Co.,

**City of Clairton
2018 Street Improvement Program
Utility Notification**

As part of its 2018 Street Improvement Program, the City of Clairton will be milling and resurfacing various streets throughout the City. The installation of new ADA ramps, curbs and sidewalks will also be included in the scope of work. The streets scheduled for improvements this year are listed below:

- Boundary Avenue, Shaw Avenue to Crest Street
- Reed Street, Park Avenue to Waddell Avenue
- Caldwell Street, Shaw Avenue to Wilson Avenue
- Connecticut Avenue, Route 837 to Ohio Avenue
- Crocus Way, Iowa Way to Carnegie Avenue
- Short Street, N. 6th Street to Wall Street
- Waddell Avenue, 7th Street to Miller Avenue
- Lafayette Drive, Bessemer Street to dead end
- Stewart Alley, St. Clair Avenue to Halcomb Avenue
- Pine Lane, Constitution Circle to dead end
- Oak Lane, Constitution Circle to Thompson
- Elm Lane, Constitution Circle to Thompson
- Bessemer Street, Lafayette Drive to Grandview Avenue
- Grandview Avenue, Bessemer Street to Craig Street
- Craig Street, Grandview Avenue to Farnsworth
- Locust Way, Halcomb Avenue to Mitchell Avenue
- Elm Street, N. 4th Street to N. 6th Street
- N. 3rd Street, Walnut Avenue to Locust Avenue

In an effort to minimize future disturbance to the newly resurfaced streets, the City of Clairton requests that any maintenance projects planned on the above roads be completed prior to the start of their paving, anticipated to begin by mid early August.

Thank you in advance for your cooperation in coordinating your activities with the City's 2018 Street Improvement Program.

If you have any questions or comments, or need additional information, please feel free to contact me at 412-494-0510 ext. 119 or email at robinson@klhengineers.com.