

**BETHEL PARK MUNICIPAL AUTHORITY**  
**MEETING MINUTES**  
**January 25, 2024**

**1. Regular Meeting**

Chairman Hannan called the Regular Meeting to order at 7:00 PM.

**2. Roll Call**

Secretary Beaver called the roll. Present for roll call:

Messrs.: James Hannan, Alan Stone, Bruce Beaver, William Ruhl, Dave Brodnos, and Daniel Cheberenckick. Also present: Mr. Joe Gaydos, Solicitor; Mr. Dan Goodwin and Ms. Anaya Espadas of Wade Trim; Mr. Scott Dunn, Plant Supervisor and Mr. Jake Miller, Assistant Plant Supervisor; Ms. Abigail Corrigan, Bethel Park Sanitary Sewer Engineer, Ms. Kristen Denne, Bethel Park Municipality Manager and Mr. Joe Janosik, Bethel Park Council, Ward 5.

**3. Approval of the minutes**

**Mr. Stone motioned to approve the Reorganization and Regular Meeting Minutes of the 1/11/2024 Authority Meeting. Mr. Beaver seconded. Roll call was unanimous. Motion passed 6-0.**

**4. Correspondence**

Mr. Beaver presented the following correspondence to the Board:

a.) A brochure from the PMAA concerning Training for Board Members March 14, 2024 in Mars, Pa., March 21, 2024 in Camp Hill, Pa. and April 4, 2024 in Breinigsville, Pa. Included is a registration form for Board members who wish to attend.

**5. Facility Discussion and Superintendent Report**

a.) Mr. Dunn reported on the WWTP and LRPS:

i. There was 1 minor issue during the deep freeze. The effluent sensor needed heat tape for insulation. It is working well now.

ii. There is an issue on the #1 digester with the concrete walls and bricks. The digester is leaking with the potential for a gas leak. They will run the digester high until the emergency repair is completed. Mr. Dunn contacted Al Lynch Contracting who worked on the #2 digester previously. Al Lynch Contracting will be at the Plant Monday, January 29, 2024 to determine what is needed to fix the problem. The Plant has a new gas detector system.

the Plant trough until the Headworks Project is done.

**6. Municipal Engineering Reports- Bethel Park**

a.) Ms. Corrigan reported on Bethel Park's projects:

i. She is in the final stages of planning the 2024 contracts. There are 5 contracts for 2024 with the addition of a smoke testing project.

ii. There will be numerous Consent Order work projects under Ms. Corrigan's 2024 – 2025 budgets.

iii. Plans for 2024 include lining and rehabbing all of Painter's Run. 2025 will be Brush Run projects.

iv. Ms. Corrigan will target Saw Mill Run for a GROW Grant Project in 2025. This work will cover Consent Order Projects under Ms. Corrigan's budgets.

- v. All smoke testing will be done in Saw Mill Run which will aid in the design of Saw Mill Run projects. The Design of Projects Report is due in September 2024 for Ms. Corrigan's Consent Order projects.
- vi. Investigation of the violations found from the smoke testing in Painter's Run continue. Robinson cctved the storm sewer in the area to find the source of the smoking catch basin on Rt. # 19. They found a private 8-inch clay storm sewer pipe entering a BPMA sanitary sewer. Ms. Corrigan will work with Municipal colleagues on the best way to resolve this issue.
- vii. Ms. Corrigan was out with Public Works this morning at the ball field at Simmons Park to check on the condition of the field after the by-pass company finished all their work and clean up. Conditions of the field are good. They still need to have a plumber come to the field and fix a drop connection from the concession stand.
- viii. This week Ms. Corrigan was also with Public Works to train on Win Can to generate inspection reports using a camera truck. She will be with the Win Can camera truck this year when they are cctving to generate inspection reports.

b.) Mr. Hannan asked the status of Bethel Park Projects List for 2024.

- i. Ms. Corrigan responded that the cctv project will be to cctv everything larger than 8- inch diameter in Piney Fork, McLaughlin Run South and Brush Run North.
- ii. Ms. Corrigan stated that the lining projects will be primarily in Painter's Run and a handful of segments from 2023 cctving projects which are in very bad condition. Some pipes in bad shape may be delayed until after the Consent Order work based on the budget.
- iii. Ms. Corrigan stated that the manhole rehab project is mostly the lower part of Saw Mill Run, manholes in Painter's Run and possibly some manholes on Clifton/Library Roads.
- iv. Ms. Corrigan stated that the digging project will be some new manholes, a few collapsed pipes that need fixed and possibly smoke testing if necessary.
- v. Mr. Dunn added if there are funds left, LRPS has never been smoke tested and smoke testing is necessary since the flows are much higher than they should be. In the last 8-9 months flows have spiked considerably.
- vi. Mr. Dunn reported that the work in the County Park is nearly complete. The remaining work the County staff is working to complete. The work involving BPMA connections is complete. Mr. Dunn reviewed with the Board some of the work the County has done in the Park.

## **7. Wade Trim- Professional Engineering Services Report**

Mr. Goodwin reported on the following:

a.) Annual Reports- there are 2 sets of reports remaining:

i.) Annual Sewerage Fiscal Report is nearly complete. This report will be available for Board members to review at 1 of the February Board meetings.

ii.) Chapter 94 Reports

1. ALCOSAN Report is due March 1, 2024.

2. Piney Fork Report is due March 31, 2024.

Wade Trim is working on these reports.

3. Ms. Corrigan is working on the Pleasant Hills Chapter 94 Report.

b.) Collection System

i. Insituform finished the work this week. The pay application for Insituform is on the January 2024 Requisitions. The BPMA will hold some retainage on the recent work by Insituform.

c.) McLaughlin Run

i.) Wade Trim attended the Bethel Park Council Meeting on Monday, January 29, 2024 with Mr. Dunn, Ms. Corrigan and some Board members to present information on The McLaughlin Run Consent Order work and the multi-municipality efforts involved.

ii. Mr. Goodwin is working on a Memorandum of Understanding (MOM) with 3 Rivers Wet Weather (3 Rivers WW). This MOM is for the GROW Grant. A Resolution from Bethel Park Council will be needed for this MOM.

iii. The selected alternative for McLaughlin Run will be approved in February 2024. 3 Rivers WW and Mr. Goodwin are preparing the MOM. A Resolution from Bethel Park Council will also be needed for this MOM.

The Board discussed the GROW Grant amount and the Resolutions needed for the approval process. Mr. Gaydos and Mr. Mc Tiernan will discuss legal matters concerning these Resolutions.

Headworks Project

d.) NPDES Permit

i.) The NPDES Permit is in the final stages.

e.) Emergency Entrance to the Plant

i. At the Engineers' Meeting, Mr. Hannan suggested including the emergency entrance work within the contract documents for the Headworks Project. They will see where the numbers come in for the Headworks Project bids. A mobilized contractor with their equipment may be interested in the emergency entrance work. The sequence of construction can specify that the road be done first. This option will save money on advertising costs for the bid, Engineers time costs and time for pre-bid meetings.

**8. Headworks Project**

a.) PennVest Loan

i. Mr. Goodwin reported that the necessary documents have been submitted to PennVest- back ground documentation, additional reports, studies and the plans and specs. They received comments on the specs which were responded to quickly. They also received comments on their Uniform Environmental Reports which will be responded to by February 1, 2024 as requested by PennVest.

ii. The PennVest Application due date is February 7, 2024. Mr. Goodwin, invited officials and Board members have a check-in call with PennVest tomorrow at 11:00 AM to discuss if a bridge loan would be needed, the schedule and what to expect after the Loan Application is submitted.

iii. Mr. Goodwin has a list of items to ask PennVest which he distributed to the Board. He added that the goal is to be open with PennVest and be sure that they are doing everything required to submit the application.

- iv. Mr. Goodwin previously emailed a PDF print out version of the application to be submitted to PennVest. The version includes everything but the final financial breakdown since they were still working on the financial breakdown. Mr. Goodwin has now determined the final financial breakdown.
- v. Mr. Goodwin stated that the application requires a Letter of Responsibility which he distributed at the previous meeting for the Board members to review. If the Board approves of the Loan Application and Letter of Responsibility the next step is to consider signing the Letter.
- vi. Mr. Hannan explained that the BPMA will submit an application as the owner of the facilities. The Municipality of Bethel Park, before the settlement of the loan agreement, will need to guarantee the loan. The decision to guarantee the loan is the Municipality's. If the Municipality fails to provide the guarantee, the loan process cannot move forward.
- vii. Mr. Hannan added that the Council Meeting with Wade Trim and the BPMA was to inform Council of the BPMA's plans so that Council would be aware of them.
- viii. The Board discussed the options for funding the Headworks Project if the Municipality does not agree to guarantee the PennVest Loan.
- ix. The Board agreed to submit the Letter of Responsibility and Loan Application since it is not a commitment.
- x. Mr. Stone added that the BPMA did not qualify for the H2O Loan.
- xi. Ms. Denne asked if the BPMA Permits had been approved by the DEP. Mr. Goodwin replied that the BPMA had 2 of the 3 required permits and is waiting on the Joint Permit. Mr. Goodwin stated that the Joint Permit is close to approval.

xii. Mr. Stone motioned to approve the submission of the PennVest Application and Letter of Responsibility. Mr. Cheberenck seconded. Roll call was unanimous. Motion passed 6-0.

xiii. Mr. Hannan asked Mr. Goodwin to verify the amount of the PennVest Loan the BPMA is applying to borrow. It should be \$15 million not \$22 million. Mr. Goodwin will verify the amount.

## **9. Solicitor's Report**

a.) Mr. Gaydos presented a Resolution in regard to approving the amended, restated by-laws of the BPMA. Mr. Gaydos distributed a draft of the by-laws to the Board earlier. Mr. Gaydos explained that the Resolution indicates that the BPMA is amending and restating the by-laws from 1994 after the Board reviewed the amended by-laws and directed Mr. Gaydos to do a final version of the amended by-laws. Board wants to approve the final version of the amended, restated by-laws. Mr. Gaydos further explained the changed and restated by-laws.

Mr. Gaydos recommends that the Board approve the final version.

i. Mr. Hannan called for a motion to approve the amended, restated by-laws as proposed by Mr. Gaydos. Mr. Brodnos motioned to approve. Mr. Ruhl seconded. Roll call was unanimous. Motion passed 6-0.

ii. Mr. Gaydos stated that the Resolution authorizes Chairman Hannan and Secretary Beaver to sign the new by-laws. The Resolution is Resolution #1- 2024.

#### 10. Requisitions for January 2024

a.) Mr. Goodwin presented the General Fund Requisition for January 2024:

The payees are: Board members, secretarial services, Wade Trim, Gaydos Law, PC. and Babst Calland Clements. The January 2024 General Fund **Requisition Total is \$34,303.75**

**Motion: Mr. Stone motioned to approve. Mr. Beaver seconded. Roll call was unanimous. Motion passed 6-0.**

b.) Construction Fund January 2024 Requisitions

Mr. Goodwin presented Construction Fund #36 for January 2024. Series 2020 B \$29,570,000.00 Account # 486348

The Payees are:

Wade Trim 2021 WWTP Grit & Headworks Improve. Project- Bid Phase Svcs Billing 12/02/2023–012/29/2023 MBP 203701H/ Invoice 500396	\$3,378.83
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Insituform Contractor's Application for Payment BPMA 2022 Interceptor Lining Project Contract #1 -General Construction ITI Job #381995/ Application #4	\$ 91,756.22
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BISSNUSS, Inc. Headworks Project- Heat Exchanger (5% Invoice – Start-Up Invoice # 001003-B-IN/ Order 27038 Order Date: 12/27/2022 / Cust. #BETH00 Date of Invoice 12/14/2023	\$12,500.00
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<b>TOTAL</b>	<b>\$107,635.05</b>
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**Motion: Mr. Ruhl motioned to approve the Requisitions from the 2020B Bond Fund Requisition # 36. Mr. Cheberenchick seconded. Roll call was unanimous motion passed 6-0.**

#### 11. Comments

a.) Mr. Janosek asked about the camera truck. Mr. Dunn and Ms. Corrigan explained some issues with the truck and what they are working to resolve.

b.) Mr. Janosak asked about the UVT Probe. Mr. Dunn explained the uses of the probe and how important it is to the NPDES Permit.

#### 12. Adjournment

With no further business to conduct, Mr. Ruhl motioned to adjourn. Voice vote was unanimous. Meeting adjourned at 7:50 PM.

Bruce Beaver, Secretary

A handwritten signature in blue ink, appearing to read "Bruce Beaver", written over a horizontal line.

Date 2-8-2024