

BETHEL PARK MUNICIPAL AUTHORITY
MEETING MINUTES
April 11, 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, William Ruhl, Dave Brodnos, Daniel Cheberenchick, Bruce Beaver, and Tim Moury. Also present: Mr. Joe Gaydos, Solicitor and Mr. Hunter Shreffler, Associate Attorney, Gaydos Law, PC.; 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, Mr. John Oakes, Bethel Park Council President; Ms. Kristen Denne, Bethel Park Municipality Manager; Mr. Joe Janosik, Bethel Park Council, Ward 5; Mr. Jim Jenkins, Bethel Park Council, Ward 6.

3. Approval of the Minutes

a.) Mr. Ruhl motioned to approve the Regular Meeting Minutes of the 3/28/2024 Municipal Authority. Mr. Beaver seconded. Roll call was unanimous. Motion passed 7-0.

4. Correspondence

a.) Mr. Beaver presented the following correspondence to the Board:

i. An SSO Report, dated 4-3-24, from Scott Dunn, to the Allegheny County Health Department. RE: LRPS Overflow Horning Road; date: 4-2-24: volume released 1,643,000 gallons: estimation duration of overflow 12 hours from a major storm event.

ii. An SSO Report, dated 4-3-24, from Scott Dunn to the Allegheny County Health Department. RE: Piney Fork Overflow WWTP EQ Tank: date 4-2-24 through 4-4-24: volume released 14,218,000 gallons: Estimation duration of overflow 33 hours from a major storm event.

iii. A letter, dated 4-11-24, from Mr. Ronald Brown, Dickie, McCamey & Chilcote, PC., to Mr. James Hannan.

RE: PennVest Note Legal Services Proposal- Bond Counsel Legal Services

Mr. Gaydos explained that the correspondence is a very detailed proposal of the legal services Mr. Brown will provide in conjunction with the PennVest Loan proceedings. Mr. Gaydos explained the services that would be provided to the BPMA and as needed to the Bethel Park Municipality regarding the PennVest Loan. Mr. Gaydos added that Mr. Brown's proposed flat fee of a \$27,500 is standard for Bond Counsel legal fees.

The Board discussed the proposal.

The legal services proposal from Mr. Brown will be on the April 28, 2024 Regular Board Meeting Agenda for an approval vote by the Board.

5. Facility Discussion and Superintendent Report

a.) Dunn reported on the WWTP and LRPS:

- i. The WWTP showed a little less than 4 in. of rain but the rest of the watershed showed 4.7 in. during the major storm event on 4-2-24.
- ii. Mr. Dunn asked if there were a rain gauge at the Municipal Building. Ms. Corrigan replied that there are 5 rain gauges plus the one at the Municipal Building. Mr. Dunn added that the Municipal Building rain gauge does not show what is going on in the system where there are issues.
- iii. The Board discussed the locations of the rain gauges (Municipal Building, Hillcrest School, Neil Armstrong School, WWTP, golf course, Clifton Fire Station). Data for the LRPS rain is provided by Pleasant Hills.
- iv. There were issues with the UV System with a module. A small air conditioning unit inside the module failed and parts burned up. Mr. Dunn will order replacement parts for the module repair. The UV System is serviced every Thursday. Mr. Dunn will work with the manufacturer to monitor the UV System for part failures.
- vi. Staff is working to completely clean the WWTP for Summer limits. However, the frequent rains are hindering the process.
- vii. The PennVest Meeting is April 24, 2024. The Board will know on the April 25, 2024 Board Meeting where the BPMA stands for receiving approval for the PennVest Loan.

b.) Cyber Security

- i. When Elcon comes to the Plant for the Cyber Security Meeting April 24, 2024 they plan to bring the final version of the Winn 911 Call Out System Upgrade.
- ii. The Cyber Security Meeting April 24, 2024 will include Mr. Robert Kominsky, Cyber Security Advisor, Department of Homeland Security; Ms. Karen Fosbaugh, South Park Township Manager; Mr. Ross Volkwein, Wade Trim PE. who does the BPMA GIS work; Argent who is a subcontractor for Elcon who does switches and fiber optic work in the Plant; all contractors who work on the systems at the Plant; and Municipality and Plant staff who work on the system.
- iii. Argent is working with Mr. Dunn to verify that fiber optic equipment is up to date. If equipment needs updated, Argent will submit a proposal to Mr. Dunn.
- iv. Mr. Dunn will have a spreadsheet prepared for the equipment with install date, updates and general information so that the system status can be checked and verified.

a.) continued WWTP and LRPS

- i. The main entrance doors in the old Administration Building are installed.
- ii. The NPDES Permit final documents are signed and accepted. The NPDES Permit has been released to the State Bulletin to be printed per requirements.
- iii. When the final NPDES Permit is received by the BPMA, testing sampling will begin at the Plant.
- iv. Mr. Dunn is revising the Emergency Plan for the WWTP by removing chemical treatments that are no longer used, updating what equipment is in the Plant and updating the map that shows the dangerous areas at the Plant. The UV System will be added to the equipment in the Plant. The updated Emergency Plan will be posted at the Plant.
- v. Mr. Dunn will schedule a meeting with Ms. Fosbaugh, Ms. Denne, South Park and Bethel Park Fire Chiefs, and the County Police at the Plant for a tour and discussion of the Emergency Plan.

Mr. Dunn also added maps to the Emergency Plan that show where the buildings are, what the buildings are, and what hazards may be in the building as part of operations.

vi. Mr. Cheberenchick suggested adding the South Park fire men to the Emergency Meeting so that they will be familiar with the Plant in case of emergency. vii. The valve for LRPS as delivered today and will be installed when weather permits. The installation will finish that portion of the LRPS Project.

c.) Budgeting and Reporting Plant Expenses

i. Mr. Dunn met with Ms. Lisa Lapaglia, Bethel Park Finance Director, on purchasing using the Plant Upgrade Budgets. She explained the process which Mr. Dunn had been following is correct. The process is that when the Plant has an emergency Wade Trim as the Plant Engineer writes an emergency letter which is then approved by the BPMA Board. At that point, if the BPMA has the money it can pay the expense. If not, the Plant Upgrade Budget which has been approved by the Municipality can pay the repair expense. If the money runs out the BPMA will need to go back to Municipal Council and follow the procedures to request more funds.

ii. Mr. Moury added that the Municipality is using Quick Books. The BPMA and Municipality should be integrated into one system.

iii. He also suggested that the 2025 Sewer Fund Budget be broken up into watersheds because the BPMA reports by watershed. He suggested a finance meeting with Ms. Lapaglia, Mr. Hannan, Mr. Dunn and others involved in finances to convert the information to Quick Books so that the BPMA is on the same system as the Municipality.

iv. Mr. Dunn stated that when there is an emergency repair at the Plant he will prepare a letter for Ms. Denne and Bethel Park Council so that they are informed of the problem and need for an emergency repair expense.

v. Mr. Dunn is completing his financial status report for the Plant Upgrade Budgets. He will meet with Ms. Lapaglia, to discuss separating the Plant fund expenses from the system expenses on his budget items. The report will be distributed monthly to the Board so that they are informed of where funds stand when discussing potential projects.

vi. Mr. Moury stated that the planned improvements in budgeting and reporting information will make it easier to identify what has been spent and what the expense was used for.

vii. Mr. Hannan and Mr. Moury asked Mr. Dunn to send the previous agreement with South Park.

6. Municipal Engineering Reports- Bethel Park/ South Park

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

i. On April 8, 2024 Council awarded the 2024 Projects: Manhole Rehab- State Pipe; Sanitary Sewer Lining- Jet Jack; Sanitary Sewer Digs- Rotor Rooter; Sanitary Sewer CCTV- Robinson Pipe; Smoke Testing- Insight Pipe. This week Ms. Corrigan sent out the notice to award letters and contract documents. When the contract documents are signed, she will have pre-construction meetings and the contractors can then get started.

ii. During the rain event on 4-2-2024 with approximately 4.5 in. of rain, system overflows activated at Milford Drive, Orchard Ave. and Horning Road. The Pebble Creek overflow has not activated since the lining projects was done in that area which is proof of success for the project. Ms. Corrigan added that if the Pebble Creek Apartment overflow continues to not activate she

will consider a lower cost monitor for the overflow.

iii. There were reports of manholes surcharging and sewer backups along Clifton Road behind the All Pro plumbing Building and around the Fara-Sara intersection during the rain event.

iv. Ms. Corrigan has a meeting scheduled April 15, 2024 with the Abbyville Apartments to discuss the violations found on the property during the Painter's Run smoke testing activities. She is working with her Municipality colleagues on tying up loose ends. They will try to work out a solution with Abbyville Property Maintenance staff for the violations.

v. As a follow up on dye testing and private side work Ms. Corrigan stated that they do track when dye tests fail. The information is not reported in a user friendly way which she is working to improve. A summary of plumbers' found violations will be reported. Major repairs will continue to be inspected by Municipality staff.

vi. Ms. Corrigan is reviewing the PA 1 Call Log for repair work including on the private side that involves root cutting, climbing or digging which requires a PA 1 Call to get an idea of the repair work being done. She will check the log regularly.

vii. Ms. Corrigan will attend a 3 Rivers WW meeting on private side I & I mitigation where they will put together an ad hoc committee to study I & I and develop recommendations. Ms. Corrigan plans to use the information to make progress on I & I infiltration in the BPMA System.

viii. Mr. Jenkins asked how much the BPMA was spending on the lining project and how many feet would be lined in 2024. Ms. Corrigan replied that the project cost is \$364,400 for 9,000 linear feet. The majority of the lining project is an I & I reduction project in Painter's Run as required by the Consent Order. There is structural lining work on the project also. Mr. Jenkins commented that it is a smart move to spend every year on improving the lining in the system.

ix. Mr. Moury stated that the contractor notifies residents in the area when lining work is going to be done in the area.

x. Mr. Dunn discussed other areas that are a priority to be lined when finances permit.

b.) Mr. Beaver reported on South Park's projects

i. South Park is currently working on 2 locations in Piney Fork. They have completed a section behind Berryman Road. Berryman has been an ongoing problematic area. They have completed the digging and are ready to line the pipe.

ii. They are working across from the Plant on Amy Drive where the power company accidentally damaged the pipe. The repair has been made and they are ready to line the pipe when weather permits.

iii. South Park is working on areas that they have been investigating for a period of time because they had to complete the backbone work first.

iv. The Berryman area was separated out over 15 years ago because of the heavy ground water causing problems for both Bethel Park and South Park. They are now working on the feeder lines to the Berryman backbone.

v. The Board discussed heavy ground water areas in Bethel Park and South Park and possible remedies. This includes looking at the private side.

7. Wade Trim Professional Engineering Services Report

Mr. Goodwin reported on the following:

a.) Chapter 94 Reports

- i. The annual reports are finished for the most part for 2024.
- ii. The CAP TAP Report was submitted to the DEP in December 2023 but was not received by the DEP. Wade Trim re-sent the report so that they could receive the TAP Approval Letter. Mr. Goodwin will continue to follow up on the TAP Approval Letter.

b.) Collection System

- i. Insituform has not submitted the necessary close out documentation with the 2 -year maintenance log. Insituform will not be on the BPMA Requisitions until all the close out documentation is received.

c.) Consent Order

- i. McLaughlin Run- Wade Trim has been working with 3 Rivers WW on McLaughlin Run. Wade Trim has provided the information 3 Rivers WW requested for the document that is due shortly.
- ii. Saw Mill Run- Wade Trim is focusing on this sub-shed in terms of modeling and calibration. They received the model from 3 Rivers WW so that they can extend that model.
- iii. Painter's Run/ Brush Run- These are small pieces that are the BPMA's responsibility. Mr. Goodwin has invited Gateway Engineers to attend an Engineers' Meeting to discuss plans for the watersheds.

d.) Treatment Plant/ LRPS

- i. The LRPS surge valve is on site. JP Environmental will install the valve.
- ii. The PennVest Meeting is April 24, 2024.
- iii. The NPDES Permit will be in the State Bulletin and is moving forward.

e.) Emergency Access Road to WWTP

- i. The emergency access road is an alternate bid item on the Headworks documents.
- ii. Mr. Hannan asked if the cost of the emergency access road is included in the PennVest application. Mr. Goodwin replied that it is included.

f.) Representative Outreach

- i. Mr. Goodwin, Mr. Dunn, Mr. Hannan, Mr. Moury, Mr. Oakes, Mr. Janosik and others met with Representative Summer Lee's (PA. Congressional District 12) staff to discuss what assistance Ms. Lee's office could provide to the BPMA to receive grant money for sanitary sewer system improvement projects.
- ii. Mr. Gaydos inquired if estimates for legal services fees for the PennVest Loan were included in the Loan Application. Mr. Goodwin does not believe they were included but he will check to see if the fees were required.
- iii. The Board discussed contacting local and state representatives to determine if there is grant program money available that the BPMA can apply for to help fund sanitary sewer projects.

g.) Information Reports

- i. Mr. Goodwin assembled the reports the Board asked for at the March 28, 2024 Board Meeting and emailed them to Mr. Hannan. Mr. Hannan emailed the reports to the Board members.

ii. The Board discussed the reports. Mr. Moury asked to get the final numbers of where the Board stands now financially. Mr. Moury also stated that the Board may need to consider what projects can be delayed based on financial limits, higher costs and the difficulty of getting workers.

h.) Bid Process

i. If the PennVest Loan is approved, Mr. Dunn stated that the bids can be in the paper May 8, 2024.

ii. Mr. Goodwin

added that the PennVest bid process is longer than the basic bid process because the contractors need to wait until the PennVest Loan closes.

iii. Mr. Goodwin stated that Wade Trim has worked with PennVest Loans in the past and is familiar with and prepared to submit the documentation required. PennVest requires more administration work and documentation.

iv. The Board discussed the cost to design the Headworks Project, the cost to manage the HWP and the timeframe for the project.

i.) Wade Trim Request for an Amendment to the Grit/Headworks Project Bid Services

i. Mr. Goodwin distributed a Technical Memorandum summarizing the scope of work which lists the unforeseen work and the work remaining to be done for the Bid Phase Services for the Headworks Project. Wade Trim requests an amendment in the amount of \$39,820 per the fee summary and breakdown provided with the memorandum. The Technical Memorandum will be on the Agenda for consideration at the April 25, 2024 Board Meeting.

8. Treasurer's Report

i. Mr. Cheberenchick reported on the accounts held at the bank of New York Mellon as of March 31, 2024.

ii. Mr. Moury asked

when the last time Mr. Levick, US Asset Management Investment Advisor for the BPMA, had received a drawdown schedule. Mr. Goodwin will check.

iii. The Board discussed when to use the PennVest money and when to use the bond money.

9. Old Business/ New Business

i. There is no new or old business to report.

10. Solicitor's Report

i. Mr. Gaydos introduced Mr. Hunter Scheffler, Associate Attorney who is new to Gaydos Law, PC.

11. General Comments

i. Ms. Denne will contact Ms. Karen Fosbaugh for documents needed from South Park Township.

ii.

Mr. Janosik asked Mr. Gaydos about the company that wanted to purchase drilling rights on BPMA property. Mr. Gaydos explained that he looked into the rights and now is not the time to sell. The rights may be worth much more in the future.


ii. Mr. Dunn stated that he has the Elcon Proposal for the integration work to be done for the

Headworks Project. Elcon advised him there will be there will be a 7%-10% price increase on software and components for the project. The Elcon Proposal is for \$267,500. Mr. Dunn will send the proposal to the Board. The Elcon Proposal will be on the April 25, 2024 Board Meeting Agenda for consideration.

12. Adjournment

i. With no further business to discuss, Mr. Ruhl motioned to adjourn. Voice vote was unanimous.

Meeting adjourned at 8:19 PM.

 4-28-24

Bruce Beaver, Secretary

Date