

BETHEL PARK MUNICIPAL AUTHORITY
REGULAR MEETING MINUTES
May 9, 2024

1. Regular Meeting

a.) Chairman Hannan called the Regular Meeting to order at 7:10 PM at 3100 Piney Fork Road, South Park Township, PA. 15129.

2. Roll Call

a.) Secretary Beaver called the roll. Present for roll call: Messrs.: James Hannan, Alan Stone, William Ruhl, Dave Brodnos, Daniel Cheberenckick, Bruce Beaver, and Tim Moury. Also present: Mr. Hunter Shreffler, Associate Attorney, Gaydos Law, PC.; Mr. Dan Goodwin 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; Mr. John Oakes, Bethel Park Council President; Mr. Jim Jenkins, Bethel Park Council, Ward 6; Ms. Kim Kamenicky, Bethel Park Council Ward 2 and Ms. Viola Garis, Bethel Park Council Ward 8.

3. Approval of the Minutes

a.) Mr. Cheberenckick motioned to approve the Municipal Authority Regular Meeting Minutes of 4/24/2024. Mr. Beaver seconded. Roll call was unanimous. Motion passed 7-0.

4. Executive Session

a.) Chairman Hannan called the Board into Executive Session at 7:12 PM.

b.) The Board came out from Executive Session at 7:29 PM.

c.) The Board Regular Meeting was back in session at 7:30.

5. Correspondence

a.) There was no correspondence.

6. Facility Discussion and Superintendent Report

a.) Mr. Dunn reported on the Trickling Filters at the WWTP:

i. As Mr. Dunn reported at the April 24, 2024 Board Meeting, there is an issue with the trickling filter center column. Mr. Dunn had the manufacturer's rep at the Plant who looked very closely at the column. The column is rotting away. There are 6 assemblies on the bottom of the center column which are completely rotted.

ii. Mr. Dunn stated that he will schedule a TEAMS Meeting with a camera to produce a higher quality video so they can show the manufacturer's rep what the actual issues are with the center column. They will then discuss replacing the center column on the first filter because it gets the most wear and tear from rocks getting into the system since the Headworks Project is not completed. The Headworks Project will extend the life of the system. Also, Mr. Dunn asked the rep to provide him the cost of the center column in aluminum, the cost of the column in stainless steel, the cost to rehab the deteriorating column arms and the cost to replace the entire unit. This will give them different numbers to consider.

iii. The center column unit was installed in 2006. Mr. Dunn added that on his long -range equipment report, he has both columns being replaced in 2027.

iv. Mr. Moury asked Mr. Dunn for a copy of the trickling filter center column specs of what the material was originally made of. Since Mr. Moury works in the Metals Industry, he may be able to have testing done to determine if the material was what it was supposed to be or if the specs were wrong. This

information could be helpful for future projects.

v. Mr. Dunn will report back to the Board when he has additional information.

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

i. A meter has an electrical problem. The meter was purchased in 2016 and parts for repair are unavailable. A new meter is on order through Costar because the meter is needed for the NPDES measurements.

ii. The WWTP is in good shape and is ready for inspection.

iii. The contract for sodium bicarbonate is out for bid on May 20, 2024.

iv. Mr. Dunn ordered a double order of sodium bicarbonate which will be on the May 2024 bills for payment. The double order is to save money before a price increase for the product goes into effect.

v. A UV module needs parts. When the modules are cleaned they are inserted into citric acid and then hand cleaned. The citric acid is getting into the electronics in 1 UV module. The parts are on order and factory staff will be at the Plant to rebuild the electronics. The module will be closely inspected to determine why the citric acid got into the electronics.

vi. The Plant is on Summer limits. The Plant is on 1.5 for ammonia nitrogen and a scale of 10 for BOD, as per the NPDES Permit. They will continue to monitor phosphorous until the Headworks Project is completed.

vii. Mr. Dunn is continuing to work with Elcon on the 911 call out system.

viii. Mr. Robert Kominsky, Homeland Security, advised Mr. Dunn that he would send a report on the Homeland Security visit to the WWTP which will be for both the BPMA and Bethel Park Municipality.

ix. There are 2 security major concerns: 1. The BPMA will convert to "BethelParkPA.Gov" for all correspondence from BPMA Board members and staff because of the extra security "BethelParkPA.Gov" provides; 2. The BPMA needs a comprehensive list of all communication equipment and a replacement schedule for updating the communication equipment. The Argent Proposal includes providing this information to the BPMA. This will be significant for budgeting purposes.

x. The communication software will also be updated for budgeting purposes.

xi. The NPDES Permit has not yet been published in the State Bulletin per requirements. The NPDES Permit will not be received by the BPMA until this and associated requirements are satisfied.

xii. Mr. Dunn met with a Wade Trim staff member to continue the mapping for the Emergency Response Plan. When the updated maps are complete, Mr. Dunn will schedule a meeting with South Park Township Fire Department for a tour of the WWTP.

xiii. The water connection tie-in with the city water at LRPS is done. There are some issues with high pressure at the tie-in point. Mr. Dunn is looking at options to reduce the pressure. For now, he will add pressure reducers as needed. Mr. Dunn discussed the pressure problems with the Board.

xiv. The valve installation at LRPS is complete. When the painting and cleaning is finished the Heat Exchanger and Lick Run Project will be closed out.

xv. There was a failure of the actuator on Raw Sewage Pump #1 at the LRPS. The actuator is in the factory shop to be rebuilt. Mr. Dunn ordered rebuild kits to repair the pumps at LRPS where the pressure relief valves blew off.

xvi. Mr. Dunn reported that he was contacted by Ms. Summer Lee's office, US Representative for PA 12th Congressional District, about community grants that are available through the federal government. Mr. Dunn was advised that the grant application was due today, May 9, 2024. Mr. Dunn, Ms. Corrigan and Mr. Goodwin worked to complete and submit an application for a project on Rt. #88 from Beagle Drive to King School Road which is 2,600 ft. of 21-inch pipe. They prepared estimates for the project. Mr. Dunn requested a grant of \$650,000 for the project. The BPMA would pay 20% of the project which is would be \$130,000 if the project is accepted. The project must be shovel ready which will be the case

for the BPMA project. The application is complete and the BPMA will receive a response in September 2024. The Board discussed the project.

c.) Financial Reports

- i. Mr. Hannan stated that he, Mr. Moury, and Mr. Dunn discussed with the Municipality staff the need for financial reports on a monthly basis so that the Board will be aware of what has been spent and what financial resources are currently available.
- ii. Mr. Moury added that all the changes with the accounting process will happen with the 2025 Municipal Budget. Items will be recategorized which will make it much easier to view the sewer fund. There will be a goal to get monthly or quarterly sewer fund reports showing where the BPMA is compared to the budget.

d.) Appointment of Open Records Officer

- i. Mr. Hannan stated that the BPMA does not currently have an Open Records Officer and is technically under the umbrella of the Municipality. The BPMA should have its own Open Records Officer. Mr. Hannan explained the process of reporting the Open Records Officer to the State who will then be listed on the State website so that if there are questions about records the contact information is available.
- I ii. Ms. Denne brought up the question of the BPMA meeting address being made public. Mr. Dunn responded that after Ms. Denne brought it to his attention, he posted the meeting site address and BPMA Agenda on the Municipal website.
The Board discussed the Open Records and Sunshine Laws requirements concerning what needed to be posted and when. The BPMA is subject to the Open records requirements. The Board also discussed security and limiting unauthorized access to information as much as possible.
- iii. Mr. Dunn stated that going forward Municode will be set up for all BPMA members and a Municode site will be created. Mr. Dunn explained that everything to be addressed at the BPMA Board meeting will be posted on the Municode site Friday afternoon before the Board meetings on Thursdays for members to review. Municode is more secure than sending information through email.
- iv. Ms. Denne questioned having Wade Trim prepare the Requisitions at Engineers' rates. A Municipal staff member could prepare the Requisitions at a lower rate. The Board will consider making changes to Requisition payments and other means of saving and making things easier when the 2025 accounting system is in place.

v. Mr. Hannan called for a motion to appoint Mr. Scott Dunn as the BPMA Open Records Officer in accordance with the Pennsylvania Open Records Law.

Mr. Cheberenchick motioned to appoint Mr. Dunn as the BPMA Open Records Officer. Mr. Stone seconded. Roll call was unanimous. Motion passed 7-0.

7. Municipal Engineering Reports- Bethel Park/ South Park

a.) Mr. Beaver reported on South Park's projects:

- i. They are working on Amy Drive cutting roots and preparing lines for relining.
- ii. Mr. Hannan asked if the work on Rt. #88 for the water company is part of the widening project. Mr. Beaver replied that it is part of the widening project.
- iii. South Park is looking at problem areas, root cutting, and preparing sections for relining in the Township.

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

- i. CCTVing has not started. Ms. Corrigan just sent the shape files they need to do the CCTVing in Brush

Run North, McLaughlin Run South and problem areas in Piney Fork. Brush Run N and McLaughlin Run S cctving will help with Consent Order compliance.

- ii. McLaughlin Run S is part of a 5 year O & M Agreement made with ALCOSAN when Bethel Park accepted their programs.
- iii. Jet Jack has 2 crews in town doing pre-CCTVing and cleaning activities.
- iv. The majority of the work in Painter's Run is for the Source Reduction Project for the Consent Order.
- v. Rotor Rooter has not started the excavation work. There will be a pre-construction meeting with Rotor Rooter on May 20, 2024.
- vi. State Pipe is working on manhole rehab in the lower Saw Mill Run area.
- vii. Smoke testing will start May 13, 2024, weather permitting. All residents in the area will be notified.

8. Wade Trim Professional Engineering Services Report

Mr. Goodwin reported on the following:

a.) 2024 TAP Requests

- i. The 2024 TAP Approval Letter timing was delayed, possibly due to changes at the DEP. The Approval Letter has been received.

b.) Collection System

- i. The final pay application from Insituform was approved on the April 2024 Requisitions. The project is complete. The maintenance bond is for 2 years, January 2024 through January 2026.

c.) Catfish Run Landslide

- i. Mr. Godwin is working with Mr. Gaydos on the issue of the creek washing away and causing the stream to be almost into the BPMA interceptor on the location 2 properties down from the Clubhouse.
- ii. Mr. Gaydos contacted the property owner to discuss the condition of the property. The responsibility for repairing the issues may be on the property owner.
- iii. The Board discussed the numerous issues with the degrading stream and the exposure of the interceptor to damage.
- iv. Mr. Dunn stated that he BPMA needs to contact the Allegheny County Engineer about Brightwood Road issues and the issues with the degrading stream and the exposure of the interceptor to damage.
- v. Mr. Hannan stated that he has had discussions with Mr. Gaydos about putting the County, South Park Township and the property owner on notice that the BPMA line goes through the area and if there is any damage to the line they may be responsible for paying for repairs.

d.) Consent Order Items

- i. The McLaughlin Run Memorandum of Understanding (MOU) has been signed by Upper St. Clair (USC). Mr. Goodwin has not received a copy of the MOU with the USC signature.
- ii. There was an online Engineers' Meeting May 8, 2024 with 3 Rivers WW. 3 Rivers WW presented where things stand with the Sanitary Sewer Overflow Elimination Plan (SSOEP). The SSOEP will be complete when information on agreements between the 3 Municipalities is clarified. The SSOEP is on schedule to be submitted on time per the Consent Order.
- iii. Mr. Moury stated that these projects will go to ALCOSAN when the interceptor is transferred to ALCOSAN. All legal issues must be resolved before ALCOSAN will take over the interceptor.
- iv. Wade Trim is focusing on calibrating the model for Saw Mill Run (SMR). There are 8 meters being calibrated. The calibration started in April 2024 and will be ongoing until mid-May 2024 since it requires substantial effort. This information will also be used for the Alternative Analysis Report.
- v. The Board discussed the work in progress on Connor Road bridge. Ms. Corrigan added that as part of Regionalization the BPMA no longer owns this pipe.

vi. There was a meeting with Gateway Engineers May 7, 2024 to discuss their plan for Brush Run. The BPMA has a very small portion of Brush Run. The BPMA will work with Gateway on their plan. The BPMA Consent Order Report will refer to Gateway's plan for the work in Brush Run. The BPMA Report contribution will be a few paragraphs describing the system. The BPMA and Gateway will share information and coordinate their Consent Order Reports which will satisfy the requirements for Brush Run.

e. WWTP

i. Headworks Project- The Heat Exchanger has been installed. When the painting and cleaning is finished the Heat Exchanger and Lick Run Project will be closed out.

Mr. Moury requested the Mr. Goodwin prepare a plan for managing the Headworks Project to include inspections, rates per hour, and who will be on site so that the Board will know what to expect.

Mr. Moury added that the Board will need to decide on when to spend the PennVest money and the Bond money.

Mr. Hannan explained the PennVest procedures for making deposits to the BPMA bank account for payments for Headworks Project expenses. The BPMA is responsible for paying the contractors with these Pennvest funds. Mr. Hannan also explained PennVest interest charges and when they are deducted from the BPMA account. The Board discussed PennVest and bond money, PennVest restrictions on their loan money and arbitrage.

ii. PennVest- There was a meeting today at the WWTP at 2:00 PM to discuss the PennVest Offer Letter. The meeting was also to plan the items to cover at the TEAMS meeting Monday, May 13, 2024 at 2:00 PM with PennVest and to learn information from Pennvest.

iii. NPDES Permit- The Permit was not published in the State Bulletin which is required before the permit can be issued.

iv. Miscellaneous- Mr. Goodwin explained that because of the work involved with the calibration for Saw Mill Run, the expense for the Non- Joint Project will be higher than previously.

9. Financial Report

a.) Mr. Cheberenchick reported on the accounts held at the Bank of New York Mellon as of April 30, 2024.

b.) Elcon Discussion

i. Mr. Stone reported that he contacted Elcon and advised them that since the system is one of the last things to be installed the Board wants to hold off on the Elcon expenditure. The BPMA will need to know the costs down the road and how warranties are impacted.

ii. Mr. Stone prepared a draft which Wade Trim presented to Elcon. Elcon has not yet responded.

iii. Elcon expects cost increases and there also may be opportunities for extended warranties.

iv. Mr. Hannan asked about bid requirements for the Elcon system The Board discussed the bid process and a professional services contract. The Board will get more information from Elcon on price increases and warranties.

Mr. Goodwin distributed bid documents and some documentation is not included. Mr. Goodwin discussed the bid documentation with the Board. Mr. Moury requested access to the WWTP bid documentation which Mr. Goodwin will provide to him.

19. New Business

a.) Cybersecurity

i. Mr. Stone advised the members that everyone would need to use ".gov" email addresses. He explained how the members not currently using ".gov" emails can set up their account.

- ii. In response to Mr. Stone's question, Mr. Beaver said that South Park has ".gov" emails. Mr. Beaver and Mr. Brodnos can use either " Bethelpark.gov" or " Southpark.gov" email addresses.
- iii. Mr. Stone distributed hard copy instructions on how to access and set up the account.
- iv. Mr. Stone distributed hard copies of how to set up multifactor authentication on a smart phone.
- v. Businesses have secure email addresses.

20. Old Business

- a.) There is no old business.

21. Solicitor's Report

- a.) Mr. Shreffler reported on the following:
 - i. Regarding retaining Bond Counsel, he discussed Mr. Ron Brown's follow-up letter describing additional Bond Counsel duties and a meeting scheduled for May 13, 2024 with PennVest.
 - ii. Mr. Gaydos spoke with Mr. John Mangini, Site Acquisition Specialist, for the Crossroads Group, LLC regarding a cellular service tower on the BPMA Horning Road property. If the Board is interested in leasing the property to the Crossroads Group, Mr. Gaydos can set up a meeting regarding a long -term lease. The Board discussed the leasing option.
 - iii. Mr. Gaydos spoke with Ms. Melissa Thorn, Greenbriar Chase Condominium Association Manager, and informed her of the deteriorating creek bed and the potential shifting of the BPMA interceptor. Mr. Goodwin also spoke with Ms. Thorn who asked him what they needed to do. He advised her to hire an Engineer to develop a mitigation plan to remedy the problem since it is Greenbriar's responsibility.
 - iv. Mr. Dunn gave Mr. Shreffler a copy of the gas well map of the area that Mr. Gaydos requested.

22. Motion to Table Mr. Brown, Attorney at Law Dickie, McCarney & Chilote, PC Proposal

- a.) Mr. Hannan stated that at the April 24, 2024 Board Meeting the motion to approve Mr. Ron Brown as Bond Counsel for PennVest financing was tabled. As Mr. Hannan discussed with the Board at the Executive Session, the BPMA received from the Municipality various Solicitors' proposals to do the Bond Counsel work. In order to proceed, a member who voted to table the motion would need to motion to bring it off the table. The Board discussed the PennVest Bond Counsel. Mr. Moury pointed out that there was no need to rush to judgement on the Bond Counsel due to various factors. Since there was no motion to remove the Brown approval from the table, it remains tabled.

b.) Mr. Hannan stated that the Chair will entertain a motion to do something else.

Mr. Moury motioned to invite the additional candidates who responded through the Municipality to make a 10 minute presentation of their services at the next scheduled meeting. Mr. Ruhl seconded. Role call was unanimous. Motion passed 7-0.

Ms. Denne will schedule the applicants who responded.

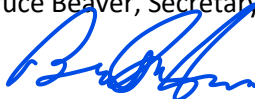
The Board will meet in Executive Session at 6:00 PM on May 23, 2024 to conduct the interviews. The Executive Session interviews will be published in the Pittsburgh Post Gazette.

- c.) The Board briefly discussed including Public Comments on the Meeting Agenda.

23. Adjournment

- a.) **With no further business to discuss, Mr. Stone motioned to adjourn Voice vote was unanimous. Meeting adjourned at 9:02vPM.**

Bruce Beaver, Secretary



Date

5.23.24

