

**MINUTES OF THE
REGULAR BOARD MEETING
OF THE PITTSBURGH WATER AND SEWER AUTHORITY
HELD ON MAY 15TH 2015**

The Regular Monthly Board Meeting of The Pittsburgh Water and Sewer Authority, having been duly advertised in accordance with the Sunshine Act, was called to order on Friday, May 15th 2015, at approximately 10:00 a.m., in the Second Floor Board Room, 1200 Penn Avenue, Pittsburgh, Pennsylvania 15222. The following members of the Board were present: Chairman Alex W. Thomson, Ms. Margaret L. Lanier, Mr. Paul Leger, Ms. Caren Glotfelty, Ms. Andrea Geraghty, Ms. Deborah L. Gross, and Mr. Michael Weber. Present from the staff were Interim Executive Director James Good, Antoinette Palmieri, Kevin Donahue, Ron Duray, Autumn Barna, James Stitt, Katherine Camp, Kelley Benson, Scott Towler, Bob Hutton, Joey Tolbert, Don Waldorf, Tanya Gore-White, and Brendan Schubert.

Also present were Mark Nowak, PWSA Solicitor; David Troianos of Chester Engineers; Alex Sciulli of ALEM Consulting; Bob Weimer, Stephen Polen, Kyle Hood, and Giuseppe Sciulli of Hatch Mott MacDonald; Dan Cain; Herb Higginbotham of AECOM; Bill Trimbath of Civil & Environmental Consultants; John Coyne of GAI; George Robinson of Black & Veatch; Tim Dean of JMT; Mark Gannon, Stephanie Douns, and Brian Merritt of AMEC Foster Wheeler; Rulison Evans of GHD; Mark R. Karoliski of Bucharth Horn, Inc.; Robert Zullo of the Post-Gazette; Kim Kennedy of HDR; Bob Zulick of HRG; Jim Lombardi of SAI Consulting Engineers; Coreen Casadei of Collective Efforts, LLC; Matt Sickles of CDM Smith; Ifeanyi Odigboh of MS Consultants; Tanya McCoy-Caretti of Arcadis; Tom Hoffman of CRC/Sierra Club; and Tassi Bisers of CRC.

CALL FOR PUBLIC COMMENT

There were no public comments at this time.

EXECUTIVE SESSIONS

An executive session was held prior to the start of the Regular Board Meeting wherein no votes were taken. The Chairman informed the attendees that legal and human resource matters were discussed.

APPROVAL OF THE MINUTES

Chairman Thomson entertained a motion to approve the minutes of the April 2015 Regular Board Meeting. Ms. Glotfelty so moved and Ms. Lanier seconded the motion. The minutes were unanimously approved.

BILLS AND COMMUNICATION

Financial Updates

Joey Tolbert, Interim Finance Director, reviewed the cash flow analysis and monthly budget. The year to date budget to Actual Operating Revenue is about 3% under budget. Mr. Thomson asked why \$13 million was budgeted and the Authority received \$12.3 million. Mr. Tolbert will look into the question. There was no further discussion.

Legislative Updates

Brendan Schubert, External Affairs Manager, explained the latest updates in Local, State and Federal legislation. Mr. Schubert also provided an update in the RHAP. Ms. Glotfelty asked how many inquiries for funds have been received and if the number is consistent with PWSA's expectation. Mr. Schubert stated that 20 requests were received. He will add a baseline number to his report next month. Ms. Geraghty asked if he is tracking those who don't qualify for the program. Mr. Schubert stated that Dollar Energy is tracking those that do not qualify. Ms. Geraghty and Ms. Glotfelty stressed the importance of communication with those who do not qualify. They suggested that those who do not qualify should be directed to other sources that may help solve their problem.

Report of Consulting Engineer

Bob Weimer, Hatch Mott MacDonald Group, reviewed the Capital Improvement Program Dashboard. He pointed out that the clearwell is 108 years old. The engineers and PWSA are working on concepts for alternatives or replacement of the clearwell. Mr. Good mentioned that the E-builder documentation process is working very well and identifying the source of problems.

Resolution No. 42 of 2015,

“Approving Refunds and Exonerations Recommended by the Water Exoneration Hearing Board and/or The Pittsburgh Water and Sewer Authority”

Mr. Thomson welcomes Ms. Tanya Gore-White to the Authority.

Antoinette Shaw, Customer Service Manager, explained the details of this resolution. Chairman Thomson entertained a motion to discuss and adopt the resolution. Ms. Lanier so moved and Ms. Geraghty seconded the motion. No discussion was held and the Resolution was unanimously adopted.

Resolution No. 43 of 2015,

“Awarding a CIP/DISC Contract for 2015 Sewer Operations Repair Contract, PWSA Project No. DISC-424-169-0”

Bob Christian, Director of Engineering, explained the details of this resolution. Chairman Thomson entertained a motion to discuss and adopt the resolution. Mr. Leger so moved and Ms. Lanier seconded the motion. Mr. Christian stated that the contract was for non-emergency, as well as emergency work. The contracts were combined to be more efficient. No further discussion was held and the Resolution was unanimously adopted.

Resolution No. 44 of 2015,

“Awarding a CIP/DISC Contract for 2015 Water Operations Repair Contract, PWSA Project No. DISC-325-176-0”

Bob Christian, Director of Engineering, explained the details of this resolution. Chairman Thomson entertained a motion to discuss and adopt the resolution. Ms. Glotfelty so moved and Ms. Lanier seconded the motion. Mr. Thomson noted that there were only two bids and asked if procurement is working to get more bids from different groups. Mr. Christian responded that they were working to encourage greater participation. No further discussion was held and the Resolution was unanimously adopted.

Resolution No. 45 of 2015, “Authorizing a Development Agreement with the Housing Authority of the City of Pittsburgh (HACP) and a Memorandum of Understanding with the City of Pittsburgh and HACP, Choice Neighborhood Project”

Bob Christian, Director of Engineering, explained the details of this resolution. Chairman Thomson entertained a motion to discuss and adopt the resolution. Ms. Geraghty asked if this is a phased project. Mr. Christian replied that it is a phased project. Ms. Geraghty so moved and Ms. Glotfelty

seconded the motion. No further discussion was held and the Resolution was unanimously adopted.

Resolution No. 46 of 2015, “Approving a Deed of Easement and Structures-Over-Facilities Agreement With Hot Metal Associates, L.P. in the Second Revised South Side Works Plan”

Mark Nowak, PWSA Solicitor, explained the details of this resolution. Chairman Thomson entertained a motion to discuss and adopt the resolution. Ms. Glotfelty so moved and Ms. Geraghty seconded the motion. No discussion was held and the Resolution was unanimously adopted.

Resolution No. 47 of 2015, “Approving an Easement Agreement with The Urban Redevelopment Authority of Pittsburgh in the South Side Works Plan”

Mark Nowak, PWSA Solicitor, explained the details of this resolution. Chairman Thomson entertained a motion to discuss and adopt the resolution. Ms. Lanier so moved and Mr. Weber seconded the motion. Ms. Glotfelty asks for clarification. Mr. Nowak explains that there are two different owners but this is part of the same development. No further discussion was held and the Resolution was unanimously adopted.

Resolution No. 48 of 2015, “Approving extension of consulting services for Stormwater Division Feasibility Study into Implementation Planning with Michael Baker International”

James Stitt, Sustainability Manager, explained the details of this resolution. Chairman Thomson entertained a motion to discuss and adopt the resolution. Ms. Glotfelty so moved and Ms. Lanier seconded the motion. Mr. Thomson asked for details on what the feasibility study accomplished. Mr. Stitt explained that it is to establish a rate for a storm water fee, implementation phases and legal review of city policies as well as outreach plans. Ms. Glotfelty asked how it will actually operate. Mr. Stitt explained that the plan will provide information for the structure of the division. Mr. Thomson asked if this is a division of PWSA. Mr. Stitt responded that it will be a division of PWSA and will require an action by City council. Mr. Good explains that PWSA has been meeting for the past 12 months on this issue. The amendment to corporate documents will go to the Board next year. The PWSA will hold a study session on the proposal as well. No further discussion was held and the Resolution was unanimously adopted.

Resolution No. 49 of 2015, “Approving the Water Conservation Initiative at Lake Carnegie”

Michael Stephens, Veolia Project Manager, explained the details of this resolution. Chairman Thomson entertained a motion to discuss and adopt the resolution. Ms. Lanier so moved and Ms. Glotfelty seconded the motion. Mr. Stephens notes that this will save 57 million gallons. Ms. Geraghty asks what the next steps are to implement it. Mr. Stephens says this will be similar to the process we went through for Lake Elizabeth. No further discussion was held and the Resolution was unanimously adopted.

Resolution No. 50 of 2015, “Approving the Employment Agreement for the position of Executive Director”

Mark Nowak, PWSA Solicitor, explained the details of this resolution. The Chairman stresses that this was a comprehensive national search that began in January. He notes that this is probably one of the most important decisions that the Board has made in their tenure. There were two committees set up to review the candidates. The Board committee was himself, Ms. Glotfelty and Mr. Leger. The technical committee was made up of Alex Sciulli, Leonard Cass and Corey Miller. Four candidates were brought to Pittsburgh for day-long interviews, and then they were ranked based on qualifications and experience. Chairman Thomson entertained a motion to discuss and adopt the resolution. Ms. Geraghty so moved and Mr. Leger seconded the motion. Ms. Glotfelty noted that the process was very thorough. She further stated that Mr. Good was the top candidate and that he did a good job as the Interim Executive Director. She has confidence in him. Mr.

Leger thanked Mr. Thomson for his heroic work. He also mentioned that Mr. Good was the best candidate interviewed and that the decision was unanimous. Ms. Geraghty welcomed Mr. Good to the position. She thanked Ms. Glotfelty and Mr. Leger for developing the criteria. Ms. Lanier congratulated Mr. Good as well and thanked the committees for their efforts. She believes hiring Mr. Good is in the best interest of PWSA. No further discussion was held and the Resolution was unanimously adopted.

REPORT OF EXECUTIVE DIRECTOR

Mr. Thomson introduced the report of the new Executive Director, Mr. James Good.

Mr. Good thanked the Board for selecting him for the position and placing their trust in him. He pointed out there are four areas on which he will be focusing. First, improving processes (customer service, water quality, etc.) Second, he will focus on wet weather issues, including green infrastructure solutions. Third, he will focus on meeting capital requirements and being fair to the rate payers. Lastly, he will focus on customer service and communication in general.

Mr. Good reviewed the operational data for the previous month, with a focus on paving restoration (402 at the end of the cold season), catch basin cleanings (4800 is the goal), and safety performance and training. A new section will be added to his monthly report. This section will include metrics from council requests and Twitter. Twitter is the quickest way for PWSA to communicate with its customers. He thanked Ms. Palmieri for steering this effective effort. The amount of council requests have rapidly increased, mainly on two issues: breaks and billing issues. Ms. Rampa will be developing a mini 411 binder for new council staff members. Ms. Geraghty suggested tracking all the electronic communications, not just telephone calls.

Mr. Good discussed the meter reading system that was completed last September. Mr. Thomson noted these are the issues that are causing the rate payers frustration, and he looked forward to the resolution.

Mr. Good pointed out that three steps have been taken to improve customer service. The first was hiring Ms. Tanya Gore-White. The second was extending customer service hours from 8 a.m. to 7 p.m. Lastly, the Authority hired five temporary employees to assist in customer service.

NEW BUSINESS

Resolution No. 51 of 2015, "Recommending approval and authorization for the Chairman to enter into an Amendment to the Agreement for Interim Management Services with Veolia Water North America – Northeast, LLC"

Mark Nowak, PWSA Solicitor, explained the details of this resolution. Mr. Thomson added this is to further transition with step reductions. Chairman Thomson entertained a motion to discuss and adopt the resolution. Mr. Leger so moved and Ms. Geraghty seconded the motion. Ms. Geraghty thanks the Chair for the renegotiation of the contract so the Board can continue to work towards their goals. No further discussion was held and the Resolution was unanimously adopted.

ADJOURNMENT OF REGULAR MONTHLY MEETING

There were no further discussions. Chairman Thomson entertained a motion to adjourn. Ms. Glotfelty so moved and Ms. Geraghty seconded the motion. The motion to adjourn was unanimously adopted.

The next meeting will be on June 19th 2015.



Secretary