

**MINUTES OF THE
ANNUAL AND REGULAR BOARD MEETING
OF THE PITTSBURGH WATER AND SEWER AUTHORITY
HELD ON FEBRUARY 19, 2016**

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, February 19, 2016, 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: Chairperson, Alex Thomson, Vice Chairperson, Ms. Margaret L. Lanier, Mr. Paul Leger, Ms. Caren Glotfelty, Ms. Deborah Gross, and Ms. Andrea Geraghty. Absent was: Mr. Michael Weber. Present from the staff were Executive Director James Good, Rosanne Salerno, Ron Duray, Kent Lindsay, Robert Christian, Kelley Benson, George Robinson, Autumn Barna, Tanya Gore-White, Brendan Schubert, Rick Obermeier, and Jason Felser.

Also present were Mark Nowak, PWSA Solicitor; Kyle Hood, Giuseppe Sciulli, Robert Weimar, and Stephen Polen of Hatch Mott MacDonald; Coreen Casadei of Collective Efforts, LLC; Tom Hoffman of Sierra Club/Clean Rivers; Tanya Caretti of Arcadis; Kim Kennedy and Lorraine Veltri of HDR; Sam Shamsi and Ralph Gilbert of Jacobs; Matt Sickles of CDM Smith; Glen Stephens and Khalifa Traore of G. Stephens, Inc.; Dave French of DRF Consulting/ACCD; Mark Karolsky of Buckhart Horn; Jason Borne of MS Consultants; Mark Coraham of Lamblese Systems; Lexi Belculfine of Post-Gazette; Mark Gannon and Tim Dean of Amec Foster Wheeler; Donna C. Harper of AIG; Roger B. Varner of LDG; Herb Higginbotham of AECOM; Charles Toan of Sci-Tek; Paul Ionadi of Dynotec; Tony Igwe of Wade Trim; Bob Zulick of HRG; Carolyn Dimmick; David Troianis of GAI Consultants; Heather Dodson of Baker; and Rulison Evans and Roy Rudolph of GHD.

CALL FOR PUBLIC COMMENT

There were no public comments at this time.

EXECUTIVE SESSIONS

An executive session was held on February 4 where personnel matters were discussed. An executive session was also held prior to the start of this Board Meeting wherein no votes were taken. Chairperson Thomson explained that legal and personnel matters were discussed.

ANNUAL BOARD MEETING

The gavel was passed to Mark Nowak, PWSA Solicitor, who presented the following resolution.

Resolution No. 7 of 2015

Election of Officers of the Pittsburgh Water and Sewer Authority

Mr. Nowak explained that this resolution sets forth the slate of officers as follows: Chairman Alex Thomson, Vice-Chairwoman Margaret Lanier, Secretary Caren Glotfelty, Treasurer Paul Leger, and Assistant Secretary-Assistant Treasurer Deborah Gross. No discussion was held and Mr. Nowak entertained a motion to adopt the resolution. Mr. Leger so moved and Ms. Geraghty seconded the motion. Resolution No. 7 was unanimously adopted.

ADJOURNMENT OF ANNUAL MEETING

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

REGULAR MONTHLY MEETING

CALL FOR PUBLIC COMMENT

There were no public comments at this time.

APPROVAL OF THE MINUTES

Chairperson Thomson entertained a motion to approve the minutes of the January 22, 2016 Regular Board Meeting. Ms. Gloffely so moved and Ms. Lanier seconded the motion. The minutes were unanimously approved.

BILLS AND COMMUNICATION

Financial Updates

Kent Lindsay, Finance Director, reviewed January, 2016 financial information. Revenues are approximately \$11 million which is \$2.6 million under budget and expenses are \$10.9 million or 1% over budget. Net cash flow is under budget at \$2.9 million stemming from revenue being under budget. Mr. Leger commented that we are running deficits on revenue and overages on expenses and requested a cash flow analysis be submitted regularly. Mr. Lindsay said the analysis is available for the Board.

Legislative Updates

Brendan Schubert, External Affairs Manager, provided updates on Local, State, and Federal legislation. Mr. Schubert said that a legislator is reintroducing the Major Obstruction Bill. The bill does not affect PWSA. Mr. Schubert gave an update on the Gaming Economic Development Fund. PWSA will re-apply for grants with Department of Public Works (DPW) for the Heth's Run Project and the RIF program. A meeting was hosted with the Red Oak community regarding utility coordination. The Army Corps agreement was received. PWSA is also working on the RFP in the coming month for the Army Corps. The DPW has been actively working with PWSA via Twitter. Lastly, Mr. Schubert is working with Bob Christian and Bob Weimar to look at the Capital Budget to identify projects we can place with the WFIA pilot. Ms. Gross commented that she attended the Green Team Board briefing. Ms. Gross stated that she was not aware of the Heth's Run grant application completion. Mr. Schubert commented that the grant deadline is May 2016. Pat Hassett with DPW is aware of the grant application and has communicated to the Green Team Board. Mr. Schubert will make sure a communication is distributed to the Green Team Board.

Report of Consulting Engineer

Bob Weimar, Hatch Mott MacDonald Group, discussed the Capital Improvement Program Dashboard. Mr. Weimar gave a CIP financial review. There are currently \$53-58 million of new commitments with about a dozen projects reaching the bid stage. The projects range about \$1-\$5 million in size consisting of water mains, sewer repairs, and large main projects. The strategic focus is supporting Development Services. There are six projects with PennDOT. Four of these projects are in close-out. The two remaining are West Carson Street and Baum Boulevard. CMMS will allow for performance evaluations and will also identify flow monitor locations for green

infrastructure to validate a computer model. Lastly, the article on the front page of the Post-Gazette recognized the importance of green infrastructure. PWSA's Green Team has improved PWSA's relationship with Alcosan. Mr. Weimar applauded the Green Infrastructure Team for the Award of Merit it received at Saturday's ASCE banquet. Mr. Thomson commented on the challenges with software and hardware conversions. He would like to make sure the CMMS implementations go smoothly.

Resolution No. 8 of 2016

Approving Refunds, Legal Adjustments, and Exoneration Adjustments Recommended by the Water Exoneration Hearing Board in January, 2016

Tanya Gore-White, Customer Service Manager, explained the details of this resolution. Chairperson Thomson entertained a motion to discuss and adopt the resolution. Ms. Gross so moved and Ms. Geraghty seconded the motion. No further discussion was held and the Resolution was unanimously adopted.

Resolution No. 9 of 2016

Approving an Amendment to a Professional Services Agreement with AquaLaw PLC to Provide Advisory Services Concerning Wet Weather Issues

Jim Good, Executive Director, explained the details of this resolution. Chairperson Thomson entertained a motion to discuss and adopt the resolution. Ms. Geraghty so moved and Mr. Leger seconded the motion. No further discussion was held and the Resolution was unanimously adopted.

Resolution No. 10 of 2016

Awarding a Professional Services Agreement for Recruiting Services, PWSA Project No. PWSA54, with Korn Ferry, for the Director of Water Quality and Production

Chairperson Thompson motioned to hold this resolution. Mr. Leger so moved and Ms. Geraghty seconded the motion. There was no further discussion. The Resolution was held.

Resolution No. 11 of 2016

Awarding an operating contract to Piggyback the Co-Stars Contract Number 03 for IT Hardware, Desktop PCs, and Monitors, to purchase HP Monitors

Jason Felser, IS Security Officer, explained the details of this resolution. Chairperson Thomson entertained a motion to discuss and adopt the resolution. Ms. Lanier asked if the replacement was for everyone. Mr. Felser said most monitors will be replaced. Ms. Gross so moved and Ms. Geraghty seconded the motion. No further discussion was held and the Resolution was unanimously adopted.

Resolution No. 12 of 2016

Awarding an Operating Contract to Piggyback Allegheny County's Contract No. 48442 for Paverlaid Hot Mix Paving, Etc. Services, A. Folino Construction

Bob Christian, Director of Engineering, explained the details of this resolution. Chairperson Thomson entertained a motion to discuss and adopt the resolution. Ms. Lanier confirmed that \$2.3 million was a PWSA cost. PWSA is not sharing the cost, but is sharing the contract. Ms. Glotfelty asked if this is for the transition to DPW. Mr. Good confirmed it was not for transition to DPW. He stated that the City would do all of the work but, we have joined the contract. Ms. Glotfelty so moved and Ms. Lanier seconded the motion. No further discussion was held and the Resolution was unanimously adopted.

Resolution No. 13 of 2016

Awarding a Professional Services Agreement to Cardno, Inc. for Implementation of a Computerized Maintenance Management System (CMMS)

Bob Christian, Director of Engineering, explained the details of this resolution. Chairperson Thomson entertained a motion to discuss and adopt this resolution. Ms. Gross asked if CMMS could be used predictively. Mr. Christian confirmed that CMMS can be used predictively. Ms. Gross also asked if CMMS will work jointly with other utilities. Mr. Christian's response was that everything will still be on E-Builder. Ms. Geraghty stated that MBE/WBE should be required for all contracts. PWSA should be looking for gender/racial diversity. Ms. Lanier asked if MBE/WBE is part of the RFP. Mr. Christian confirmed that it is 5% of the contract evaluation. Mr. Leger asked if tests are performed on a number of projects and whether the implementation could be stopped if it was found to be faulty. Mr. Christian confirmed that Cardno, Inc. will evaluate all of our systems and the rollout can be stopped if it is faulty. Mr. Christian closed by noting that the integration will be challenging. He stated that while Resolution # 14 was pulled from the agenda, another resolution will be presented to establish safeguards and quality assurance/quality control. Ms. Gross so moved and Ms. Lanier seconded the motion. No further discussion was held and the Resolution was adopted.

Resolution No. 15 of 2016

Approving an Easement Agreement with the City of Pittsburgh on Latimer Avenue in the Lighthill Place Plan

Bob Christian, Director of Engineering, explained the details of this resolution. Chairperson Thomson entertained a motion to discuss and adopt the resolution. Ms. Geraghty so moved and Ms. Lanier seconded the motion. No further discussion was held and the Resolution was unanimously adopted.

Resolution No. 16 of 2016

Authorizing and directing the Solicitor to draft a policy reaffirming the Domicile Requirement of Employees and directing the PWSA Administration to conduct a review of all employee documentation of domicile to be completed by August 19, 2016. Thereafter the Administration will conduct reviews, at a minimum, on an annual basis

Mark Nowak, PWSA Solicitor, explained the details of this resolution. Chairperson Thomson entertained a motion to discuss and adopt the resolution. Ms. Gross requested confirmation that must be completed in six months. Mr. Nowak confirmed that it must be completed within six months. Mr. Leger so moved and Ms. Lanier seconded the motion. No further discussion was held and the Resolution was unanimously adopted.

REPORT OF EXECUTIVE DIRECTOR

Mr. Good reviewed the operational data for the previous month with a focus on changes compared to previous presentations. On the Safety Report, the Recordable Incident Rate Target for 2016 is 5.0 and the Loss Time and Restricted Duty (DART) is 1.25 which are reductions from previous targets. The Water Quality Report is a new report that shows the maximum containment level (MCL). The report also notes Data Flags with corrective actions. Ms. Gross asked for comment about the risk to the public for lead. Mr. Good said a bill insert is going out in March. PWSA's water is free from lead. The water needs to be tested at the customer's taps. PWSA's role is to control corrosiveness. PWSA is looking to increase the frequency of testing and treatment options. Ms. Geraghty requested a report to show corrosiveness. Ms. Gross requested to add the effectiveness of treatments. Mr. Good said both requests can be added to the report. The second round of applications for Green Infrastructure Grants will be March 23 for mini-grants and April 6,

2016 for matching grants. In closing, Mr. Good acknowledged Ron Duray for his 39 plus years of service.

ADJOURNMENT OF REGULAR MONTHLY MEETING

There were no further discussions. Chairperson Thomson entertained a motion to adjourn. Mr. Leger so moved and Ms. Lanier seconded the motion. The motion to adjourn was unanimously adopted.

The next meeting will be on March 18, 2016.



Secretary