

**MINUTES OF THE  
ANNUAL AND REGULAR BOARD MEETING  
OF THE PITTSBURGH WATER AND SEWER AUTHORITY  
HELD ON APRIL 15, 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, April 15, 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, Ms. Andrea Geraghty and Mr. Michael Weber. Present from the staff were Interim Executive Director David L. Donahoe, Rosanne Salerno, Kent Lindsay, Robert Christian, Kelley Benson, George Robinson, Autumn Barna, Tanya Gore-White, Brendan Schubert, Rick Obermeier, James Stitt, Rachel Rampa, Gina Cyprych, Antoinette Palmieri, and Christopher Carew.

Also present were Mark Nowak, PWSA Solicitor; Kyle Hood, Giuseppe Sciuilli, and Stephen Polen of Hatch Mott MacDonald; Doreen Casadei of Collective Efforts, LLC; Lexi Belculfine of Post-Gazette; John Ross of Arcadis; Herb Higginbotham of AECOM; Kim Kennedy of HDR; Jason Borne of MS Consultants; Bob Zulick of HRG; Rolisin Evans of GHD; Glen Stephens and Tina Gosha of G. Stephens, Inc.; Sam Shamsi and Ralph Gilbert of Jacobs Engineering; Paul Ionadi of Dynotec; Roger Varner of Larson Design Group; Mark Karolski of Bucharthorn, Inc.; Dave French of DRF Consulting/ACCD; Ron Ciucci of Baker; Mark Gannon and Tim Dean of Amec Foster Wheeler; Brian Merritt of Black and Veatch; Bob Belicone and Dave Duessel of Maher Duessel; Suresh Ramanathan of Koryak; Jason McBride of Wade Trim; and David Troianos of GAI Consultants.

**CALL FOR PUBLIC COMMENT**

None 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 personnel matters were discussed.

**APPROVAL OF THE MINUTES**

Chairman Thomson entertained a motion to approve the Minutes of the March Regular Board Meeting. Ms. Geraghty so moved and Ms. Glotfelty seconded the motion. The Minutes were unanimously approved.

**BILLS AND COMMUNICATION**

**Financial Updates**

Kent Lindsay, Finance Director, reviewed March, 2016 financial information. Revenues are approximately \$17 million, which is \$2.5 million over budget, and expenses are \$10 million or 1% under budget. Net cash flow is ahead of budget at \$2.2 million. Year-to-date for March, revenue was \$43.9 million, which is \$1.1 million over budget, cash operating costs were \$30 million and cash non-operating costs were \$18.1 million or 3% better than the budgeted \$18.7 million.

### **Legislative Updates**

Brendan Schubert, External Affairs Manager, provided updates on Local, State and Federal legislation. Mr. Schubert met with community partners for capital projects. He met with the Red Oak and Hayson Committee and council on Lothrop Terrace and Neville in the Oakland area. He advised that PWSA is getting ready for submission of the 2017 Army Corp of Engineers application.

### **Report of Consulting Engineer**

Bob Weimar, Mott MacDonald Group, discussed the Capital Improvement Program Dashboard. Mr. Weimar gave a CIP financial review. The CIP annual spend is behind at approximately \$1 million per month. There is a need to reallocate resources to step up projects. Change orders are down to \$160,000, which is under 5% goal. Field conditions are a problem. The Water Treatment Plant slabs are sinking and the costs for repair are unknown at this time. PWSA hired a diver to go in the clear well for a valve repair in the slot gate. Engineering is finalizing the engineering aspects, the expedited change order process, as well as the private developer process on E Builder. Key projects are Lathrop and Darragh, Lawrenceville, on-going Water Treatment Plant work and the Scada project. Mr. Leger asked if annual spending is behind due to regulatory or staffing resources. Mr. Weimar confirmed that staffing is needed to eliminate a consultant managing consultant. A request for proposal for the Water Treatment Plant is ready to go out.

### **Resolution No. 31 of 2016**

#### **Approving Refunds, Legal Adjustments, and Exoneration Adjustments Recommended by the Water Exoneration Hearing Board in March, 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. Geraghty so moved and Ms. Glotfelty seconded the motion. Ms. Gore-White confirmed that overpayments are credits due to adjustments. No further discussion was held and the Resolution was unanimously adopted.

### **Resolution No. 32 of 2016**

#### **Approving the Offer of Employment extended to David L. Donahoe for the position of Interim Executive Director**

Mark Nowak, Solicitor, explained the details of this resolution. Chairperson Thomson entertained a motion to discuss and adopt the resolution. Ms. Glotfelty so moved and Ms. Lanier seconded the motion. Chairperson Thomson confirmed this was a clean-up item for the Board. No further discussion was held and the Resolution was unanimously adopted.

### **Resolution No. 33 of 2016**

#### **Approving the adoption of a Travel and Expense Policy for PWSA business**

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

### **Resolution No. 34 of 2016**

#### **Approving an Amendment to the Insurance Contract for Public Officials Liability Policy to AIG**

Kent Lindsay, Director of Finance, explained the details of this resolution. Chairperson Thomson entertained a motion to discuss and adopt the resolution. Mr. Leger so moved and Ms. Geraghty seconded the motion. Ms. Lanier confirmed that the additional amount is for three more months

and asked what the cost will be next year. Mr. Lindsay said the cost should be the same or lower as this year for the next yearly renewal period. No further discussion was held and the Resolution was unanimously adopted.

**Resolution No. 35 of 2016**

**Accepting the Report of Auditor Maher Duessel, Certified Public Accountants**

Kent Lindsay, Director of Finance, explained the details of this resolution. Chairperson Thomson entertained a motion to discuss and adopt the resolution. Ms. Geraghty noted, on behalf of the Audit Committee, that it is recommended the Board accept the audit. Ms. Geraghty so moved and Ms. Lanier seconded the motion. No further discussion was held and the Resolution was unanimously adopted.

**Resolution No. 36 of 2016**

**Awarding a Revolving Line of Credit Bank Loan in an amount of up to \$80 million**

Kent Lindsay, Director of Finance, explained the details of this resolution. Chairperson Thomson entertained a motion to discuss and adopt this resolution. Mr. Leger said they met with the Muni Advisor and the deal is much better structured with a clean payback structure. Money can be taken as needed. Mr. Leger so moved and Ms. Glotfelty seconded the motion. No further discussion was held and the Resolution was adopted.

**Resolution No. 37 of 2016**

**Resolution to Ratify the Emergency Purchase of Two Hydro Stops and One 20" Gate Valve**

Bob Christian, Director of Engineering, explained the details of this resolution. Chairperson Thomson entertained a motion to discuss and adopt the resolution. Ms. Gross thanked everyone at PWSA for repairing Forbes Avenue. Mr. Leger so moved and Ms. Gross seconded the motion. No further discussion was held and the Resolution was unanimously adopted.

**Resolution No. 38 of 2016**

**Authorizing an Agreement with the City of Pittsburgh, Department of Public Works to provide work to address Flooding Issues on Hayson Avenue/Red Oak**

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

**Resolution No. 39 of 2016**

**Awarding a CIP Contract for the 2016 Sewer Relay Contract, PWSA Project No. 2016-424-103-0**

Bob Christian, Director of Engineering, explained the details of this resolution. Chairperson Thomson entertained a motion to discuss and adopt the resolution. Ms. Geraghty stated that MWBE information is to be provided for every contractor in the comparison information section of the resolution and further encouraged the staff to allow adequate time to bid. Ms. Lanier so moved and Mr. Leger seconded the motion. Ms. Geraghty abstained. No further discussion was held and the Resolution was unanimously adopted.

**Resolution No. 40 of 2016**

**Resolution Authorizing a Cost Sharing Agreement with PennDOT (SR 0065, Sections A-52 and A-53)**

Bob Christian, Director of Engineering, 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. 41 of 2016**

**Awarding a CIP Contract for the 2016 Water Relay Contract, PWSA Project No. 2016-325-102-0**

Bob Christian, Director of Engineering, explained the details of this resolution. Chairperson Thomson entertained a motion to discuss and adopt the resolution. Mr. Christian explained that an addendum was added to include premium time. Ms. Gross so moved and Mr. Leger seconded the motion. Ms. Geraghty abstained. No further discussion was held and the Resolution was unanimously adopted.

**Resolution No. 42 of 2016**

**Awarding a CIP Contract for the Upper Lawrenceville Main Replacement Project Phase 2, PWSA Project No. 2013-325-211-0**

Bob Christian, Director of Engineering, explained the details of this resolution. Chairperson Thomson entertained a motion to discuss and adopt the resolution. Ms. Gross thanked the Board and noted a savings by coordinating with Peoples Gas. Ms. Geraghty congratulated PWSA for utility coordination. Ms. Gross so moved and Ms. Lanier seconded the motion. No further discussion was held and the Resolution was unanimously adopted.

**Resolution No. 43 of 2016**

**Awarding multiple Operating Contracts for Option Term 3 of PWSA Project No. PWSA7 for Water & Sewer Inventory**

Rick Obermeier, Deputy Director of Field Services, explained the details of this resolution. Chairperson Thomson entertained a motion to discuss and adopt the resolution. Chairman Thomson noted that \$9 million was authorized, but only \$500,000 was spent. Ms. Geraghty so moved and Ms. Lanier seconded the motion. No further discussion was held and the Resolution was unanimously adopted.

**Resolution No. 44 of 2016**

**Approving a Change Order to an Operating Purchase Order for Traffic Control Services to Flagger Force**

Chris Carew, Director of Field Services, explained the details of this resolution. Chairperson Thomson entertained a motion to discuss and adopt the resolution. Ms. Geraghty requested a proposal be prepared for a new bidding cycle. Ms. Glotfelty so moved and Ms. Geraghty seconded the motion. No further discussion was held and the Resolution was unanimously adopted.

**Resolution No. 45 of 2016**

**Awarding a CIP Contract for the 2016 Sewer Point Lining Contract, PWSA Project No. 2016-424-227-0**

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

**REPORT OF EXECUTIVE DIRECTOR**

David Donahoe, Interim Executive Director, provided the monthly statistical report. He reported that most indicators are on target except for weather-related issues and that performance will pick up. Mr. Donahoe provided an update on the meter reading and billing system. Customer Service

is progressing in addressing customer issues. Progress has been made on integrating meter reading devices. PWSA has mapped out the steps needed to move the Authority to a fully functioning system for revenue collection. March was largely a successful billing run. April is in production and on schedule. The team accelerated the billing process to run in several hours as opposed to an entire day. Approximately 1,000 commercial accounts are currently being estimated until the meter replacement is completed. Sewage-only accounts are targeted to be billed at the end of June. Past-due charges will be prorated. Appropriate letters will precede the release of bills to inform customers. A fully integrated system has not been reached yet as legacy issues remain. The goal is to provide every customer with an accurate account.

## **NEW BUSINESS**

### **Resolution No. 46 of 2016**

#### **Awarding an Operating Contract for Surface Restoration, PWSA Project No. PWSA61**

Bob Christian, Director of Engineering, explained the details of this resolution. Chairperson Thomson entertained a motion to discuss and adopt the resolution. Ms. Geraghy requested clarification of “not applicable” for MWBE information. Mr. Christian explained that “not applicable” means it is not regular construction because it is a specialty service. Ms. Geraghy said all bidders must pursue MWBE consideration and staff must do the work to get them. Ms. Geraghy so moved and Mr. Leger seconded the motion. No further discussion was held and the Resolution was unanimously adopted.

### **Resolution No. 47 of 2016**

#### **Approving a Change Order to the DISC Contract for 2015 Emergency Water Operations Repair Contract, PWSA Project No. DISC-325-176-0**

Robert Weimar, Mott MacDonald, explained the details of this resolution. Chairperson Thomson entertained a motion to discuss and adopt the resolution. Mr. Leger so moved and Ms. Lanier seconded the motion. No further discussion was held and the Resolution was unanimously adopted.

### **Resolution No. 48 of 2016**

#### **Approving an agreement with Mott MacDonald for the services of Robert Weimar to serve as Interim Director of Engineering for a period of April 18, 2016 to December 31, 2016**

David Donahoe, Interim Executive Director, explained the details of this resolution. Chairperson Thomson entertained a motion to discuss and adopt the resolution. Ms. Glotfelty asked if the plan is to recruit a new Director of Engineering and Construction. Mr. Donahoe recommended that the permanent Executive Director have a role in hiring the Director of Engineering and Construction. Ms. Geraghy so moved and Ms. Lanier seconded the motion. No further discussion was held and the Resolution was unanimously adopted.

### **Resolution No. 49 of 2016**

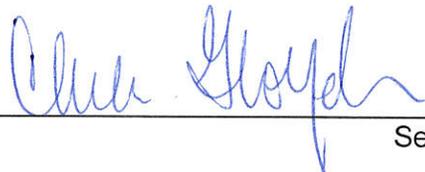
#### **Awarding multiple Capital Contracts for Option Term 1 of PWSA Project No. 2013-325-227-0 for Small Water Meters**

Rick Obermeier, Deputy Director of Field Services, explained the details of this resolution. Chairperson Thomson entertained a motion to discuss and adopt the resolution. Ms. Lanier requested confirmation that the meters will work with AMI. Mr. Obermeier confirmed that the meters would work with AMI. Mr. Leger so moved and Ms. Glotfelty seconded the motion. No further discussion was held and the Resolution was unanimously adopted.

**ADJOURNMENT OF REGULAR MONTHLY MEETING**

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

The next meeting will be on May 20, 2016.

  
Secretary