

DANVILLE MUNICIPAL AUTHORITY – JOINT WATER AND SEWER MEETING
AGENDA
DECEMBER 20, 2021

PLEASE TURN ALL CELL PHONES OFF – THANK YOU!

Public Comment

Approve minutes from November 15, 2021 meeting.

WATER:

1. Review Water Superintendent's report – page 1 of packet
2. Review financial report; Reimburse Borough \$224,204.16 for November 30, 2021 pages 2-6 of packet
3. Review report from the Danville Borough manager – water portion – page 7-8 of packet.

SEWER:

1. Review financial report: Total disbursements for November 30, 2021 – pages 18-24 of packet.
2. Review sewer superintendent's report page 25 of packet.
3. Review report from the Danville Borough Manager – Page 7, 9-11

Engineer's Report – Tia Trate – Page 26

Other Business

1. Final approval of 2022 Water/Sewer Budgets – 12-16
2. Railroad Street Plaza – Currid property - 17

Adjournment

WATER DEPARTMENT REPORT NOVEMBER 2021

PLANT FLOW

• Total:		40,140,290 gal.
• Average:		1,338,010 gal.
• Maximum:	November 1 st	1,648,356 gal.
• Minimum:	November 13 th	1,015,203 gal.

LEAKS

(SEE BULLET POINTS BELLOW)

OTHER

- November water quality was slightly better than average. New filter media and parts seems to be just what the doctor ordered.
- Paving eighteen water digs took most of the beginning of November. This was an all-hands effort except for the plant operator.
- Fall hydrant flushing was also completed in November. This task is accomplished with two employees and takes most of a week.
- As the schedule dictates the meter project takes one, sometimes two, employees to complete tasks such as installs, swaps, trouble shooting, reprograming, etc.
- Through the month one, sometimes two, employees are needed to collect multiple mandated system samples required by the state and federal government.
- A day was used to hang door hangers (late payment notifications). Around 150 were distributed.
- Approved vacations, three holidays, plus two employees out on work comp. cut the work force down most of the month leaving little time for scheduled digs or extra work. Having enough employees to continue everyday duties, as well as being prepared for any emergencies, validates the current number of employees. Quality employees are the biggest asset for any company. This Authority can be proud of the work it has and continues to accomplish, as well as being proud of the employees who work for the organization. There is something to be said about having the Authority and its work force being commended by peers in the industry. Accolades have been received for doing necessary upgrades, cleanliness of the facility, use of correct and modernized equipment and speed at which tasks are accomplished. And these are just a few examples. Thank you to all who have helped get our business up to par over the years. We all look forward to continued improvements to our water system with the help and support of the board for years to come.

Danville Municipal Authority
 Water System Monthly Financial Report
 November 30, 2021

Revenue/ Expense	Current Year		Budget		Budget Surplus/ (Deficit) YTD
	Current Year		Current Year		
	Current Month	Y-T-D Total	Current Month	Total Budget	
OPERATING REVENUE					
Unmetered Sales	79,669.32	988,802.76	972,125.00	1,060,500.00	16,677.76
Metered Sales	51,067.20	401,913.61	314,783.33	343,400.00	87,130.28
Geisinger Med Center	16,800.00	213,480.00	266,475.00	290,700.00	(52,995.00)
Danville State Hospital	6,593.99	76,819.90	74,800.00	81,600.00	2,019.90
Suez	29,719.19	61,059.12	65,083.33	71,000.00	(4,024.21)
Miller Brothers Complex	1,206.00	14,701.76	7,700.00	8,400.00	7,001.76
Valley Twp	5,355.22	73,243.74	62,333.33	68,000.00	10,910.41
Interest Earnings	8.23	151.72	458.33	500.00	(306.61)
Administrative Fees	37,880.83	76,385.20	45,833.33	50,000.00	30,551.87
Sale of Bulk Water & Services	220.80	56,429.05	66,000.00	72,000.00	(9,570.95)
Pension	0.00	83,816.00	78,354.00	78,354.00	5,462.00
Miscellaneous	0.00	3,257.15	916.67	1,000.00	2,340.48
Total Operating Rev.	228,520.78	2,050,060.01	1,954,862.33	2,125,454.00	95,197.68

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Revenue/ Expense	Current Year		Budget		Budget Surplus/ (Deficit) YTD
	Current Year		Current Year		
	Current Month	Y-T-D Total	Current Month	Total Budget	
OPERATING EXPENSE					
Supply & Treatment					
Salaries & Wages	22,852.44	276,213.03	287,500.00	325,000.00	11,286.97
Materials & Supplies	1,560.17	30,527.51	18,333.33	20,000.00	(12,194.18)
Chemicals	19,175.54	104,457.67	155,833.33	170,000.00	51,375.66
Lab Testing	391.00	8,664.46	13,750.00	15,000.00	5,085.54
Fuel	407.03	13,600.21	12,833.33	14,000.00	(766.88)
Maintenance	8,592.69	108,872.41	91,666.67	100,000.00	(17,205.74)
Power	6,616.99	64,515.34	82,500.00	90,000.00	17,984.66
Miscellaneous	1,526.73	2,883.18	4,583.33	5,000.00	1,700.15
Total Supp & Treatment	61,122.59	609,733.81	667,000.00	739,000.00	57,266.19
Distribution					
Salaries & Wages	19,436.43	248,372.02	278,653.85	315,000.00	30,281.83
Materials & Supplies	8,581.17	147,394.19	142,500.00	150,000.00	(4,894.19)
Vehicle Expense	4,420.22	17,959.06	13,066.67	14,000.00	(4,892.39)
Maintenance	0.00	1,559.48	0.00	0.00	(1,559.48)
Equipment Rentals	0.00	111.76	0.00	0.00	(111.76)
Miscellaneous	0.00	0.00	1,375.00	1,500.00	1,375.00
Fulton Loan Payment	89,804.80	179,609.60	192,500.00	210,000.00	12,890.40
Total Distribution	122,242.62	595,006.11	628,095.51	690,500.00	33,089.40
Administration					
Salaries & Wages	6,067.02	72,607.29	73,639.81	83,245.00	1,032.52
Pension	0.00	173,840.00	173,840.00	173,840.00	0.00
FICA	3,976.13	48,351.11	0.00	0.00	(48,351.11)
Materials & Supplies	1,284.47	6,133.28	9,166.67	10,000.00	3,033.39
Professional services	2,414.66	36,968.29	44,916.67	49,000.00	7,948.38
Communications Expense	456.95	8,200.87	11,916.67	13,000.00	3,715.80
Insurance & Benefits	26,429.72	425,690.18	428,541.67	467,500.00	2,851.49
Miscellaneous	210.00	11,812.11	9,166.67	10,000.00	(2,645.44)
Total Administration	40,838.95	783,603.13	751,188.14	806,585.00	(32,414.99)
Non-Recurring Charges					
Capital Replacement	0.00	98,375.65	75,000.00	75,000.00	(23,375.65)
Lagoon Cleaning	0.00	9,000.00	9,000.00	9,000.00	0.00
New Capital	105,529.00	1,556,539.27	0.00	0.00	(1,556,539.27)
Total Non-Recurring Chg	105,529.00	1,663,914.92	84,000.00	84,000.00	(1,579,914.92)
Total Operating Exp.	329,733.16	3,652,257.97	2,130,283.65	2,320,085.00	(1,521,974.32)
Net Operating Inc.	(101,212.38)	(1,602,197.96)		(194,631.00)	

Water Fund Disbursements Detail - November 2021

<u>Name</u>	<u>account descr.</u>	<u>amt.</u>
<u>SUPPLY & TREATMENT</u>		
Materials & Supplies		\$ 1,560.17
Chemicals		\$ 725.34
Univar		\$ 18,450.20
Lab Testing		\$ 391.00
Fuel		\$ 407.03
Maintenance		\$ 812.50
Process Control Solutions		\$ 1,875.00
Process Control Solutions		\$ 1,189.86
Process Control Solutions		\$ 4,715.33
Power		\$ 6,616.99
Miscellaneous		\$ 64.50
Cardmember Service		\$ 1,462.23
Salaries		\$ 22,852.44
<u>Total</u>		<u>\$ 61,122.59</u>
<u>DISTRIBUTION</u>		
Materials & Supplies		\$ 5,883.41
L/B Water		\$ 1,059.00
Medico Construction		\$ 1,638.76
Vehicle Expense		\$ 72.40
Sunbury Motors		\$ 1,016.32
Wex		\$ 1,021.50
Weavers Tire Service		\$ 2,310.00
Fulton Loan Payment		\$ 89,804.80
Salaries		\$ 19,436.43
<u>Total</u>		<u>\$ 122,242.62</u>
<u>ADMINISTRATION</u>		
FICA		\$ 3,976.13
Materials & Supplies		\$ 1,284.47
Professional Services		\$ 1,039.16
Marks, McLaughlin & Dennehy		\$ 1,375.50
Communications		\$ 456.95
Insurance & Benefits		\$ 295.38
PMHIC		\$ 26,134.34
Miscellaneous		\$ 210.00
Salaries		\$ 6,067.02
<u>Total</u>		<u>\$ 40,838.95</u>
<u>NON-RECURRING CHARGES</u>		
New Capital		
Martins Electrical Service		\$ 105,529.00
<u>Total</u>		<u>\$ 105,529.00</u>
Filter & Pump Expenses (Loan)		\$ (105,529.00)
TOTAL DISBURSEMENTS		<u>\$ 224,204.16</u>

Danville Municipal Authority
Water Facility Operating Report
Notes –November 2021

Revenues

- #1 Operating Revenue – GMC – Usage is down.
- #2 Operating Revenue – Sale of Bulk Water & Services – Tapping fees lower than budgeted/anticipated.

Expenses

- #3 Supply & Treatment – Materials & Supplies- Over budget due to the expenses associated with transitioning the plant from 24/7 to 7-3.
- #4 Supply & Treatment – Maintenance – Over budget due to the expenses associated with transitioning the plant from 24/7 to 7-3.
- #5 Administration – FICA – New line item, previous expense was coded to 06.493.350 insurance & benefits.
- #6 Non-recurring Charges – Capital Replacement – Street patching was more than the budgeted amount of \$75,000.
- #7 Non-recurring Charges – New Capital – Filter & pump projects, will be paid by loan.

12 Month Recap

	<u>Revenue</u>	<u>Expense</u>	<u>Net Income/Loss</u>
Dec-20	\$175,210.53	\$197,181.06	-\$21,970.53
Jan-21	\$129,308.54	\$231,191.29	-\$101,882.75
Feb-21	\$129,205.30	\$224,631.38	-\$95,426.08
Mar-21	\$222,116.92	\$473,810.06	-\$251,693.14
Apr-21	\$150,851.02	\$255,390.78	-\$104,539.76
May-21	\$251,463.48	\$673,873.20	-\$422,409.72
Jun-21	\$192,418.25	\$89,546.96	\$102,871.29
Jul-21	\$119,725.14	\$321,581.55	-\$201,856.41
Aug-21	\$171,388.11	\$284,777.55	-\$113,389.44
Sep-21	\$200,551.34	\$360,817.36	-\$160,266.02
Oct-21	\$254,761.57	\$406,904.68	-\$152,143.11
Nov-21	\$228,520.78	\$329,733.16	-\$101,212.38
Total	\$2,225,520.98	\$3,849,439.03	-\$1,623,918.05
Average	\$185,460.08	\$320,786.59	-\$135,326.50

Report from the Danville Borough Manager
Municipal Authority Meeting
Monday, December 20th, 2021

Water

- Filter project, approval of payment – Contract #1, Payment #12 - Final - \$155,993.60 and Contract #2, Payment #7 - \$16,332.11 and Change Order #1 \$5,191.70 attached.

Sewer

- Sludge disposal lease with Danville Borough – expires 12/31/21
- Amendment to Engineering Services Proposal for the addition of the Digester Pumping

Other

- Final approval of 2022 Water and Sewer budgets
- Railroad Street Plaza – Currid property, information attached
- Transfer of EDU – 430 Mill Street to 420-424 Mill Street
- Reappointment of Don Lutz – 2022-26

Change Order 1 Rev. 1 Project No. 64859 Date: November 22, 2021
 Contract No. 2 Project Description: Danville WTP Filter Improvements
 Owner: Danville Municipal Authority
463 Mill Street Danville, PA 17821
 Contractor: HRI, Inc.
1750 West College Avenue State College, PA 16801


You are to hereby comply with the following changes from the contract documents:


Item No.	Description of Changes - Quantities, Units, Unit Prices, Changes in Completion Schedule, etc.	Decrease In Contract Price	Increase In Contract Price
	All labor, materials, tools, and equipment including overhead and profit for the following:		
a	OCPD and Builders Risk insurance policy extension. Additional conduit and wiring for the slide gate operators. Additional wiring for the air flow meter.		\$ 5,191.70
	Total Increase		\$ 5,191.70
	Total Decrease	\$ -	
	Net Change In Contract Value		\$5,191.70

Original Contract Value \$78,166.00
 Net change by previous Change Orders..... \$0.00
 The Contract Value prior to this Change Order..... \$78,166.00
 Net change this Change Order..... \$5,191.70
 The revised Contract Value, including this Change Order will be..... \$83,357.70
 The time provided for completion in the contract is increased by Zero calendar days.

Necessity for Change:

a) Additional costs for extension of the OCPD and Builders Risk insurance policies due to contract going past the original Final Completion dates. Extensions were due to the delay in equipment deliveries. Additional conduit and wiring (power and control) for the new slide gate operators. Contract documents called for the existing conduit and wiring to be reused. The wiring was too short and had to be replaced. The existing operators had 6 control cables and the new required 9 cables. This is additional costs for the power and control wiring. Contract 1 changed the type of air flow meter which required a change from 24v loop power to 120v power.

Accepted by Contractor:  Date: 11/30/2021
 HRI, INC.

Recommended by Engineer:  Date: 12/14/21
 GANNETT FLEMING, INC.

Approved by Owner: _____ Date: _____
 DANVILLE MUNICIPAL AUTHORITY

December 15, 2021

Mr. Pete Rickert, Chairman
Danville Municipal Authority
463 Mill Street
Danville, PA 17821

RE: Wastewater Treatment Plant Dewatering Project
Amendment to Engineering Services Proposal
Digester Pumping

Dear Mr. Rickert:

Gannett Fleming, Inc. (GF) is pleased to submit this amendment to the above referenced project for changes to the work related to the replacement of the digester pumps at the Danville WWTP.

I. SCOPE OF SERVICES

A. Replacement of Digester Pumps

The existing digester mixing and recirculation pumps are not operating optimally. GF proposes to replace the seven (7) pumps (mixing and recirculation) with four (4) dual purpose mixing and recirculation pumps and modify piping and valves accordingly. Modifications include changes to the process equipment and piping only. Changes to the building, including building lighting and HVAC/plumbing, are not anticipated.

GF will produce design drawings and specifications to replace the digester recirculation and mixing pumps for inclusion with the Dewatering Project contract documents, additional work under this task will include:

1. Update of the Act 537 Special Study to include the work proposed under this scope change.
2. Demolition of the existing digester pumps and related piping.
3. Process drawings and specifications related to the new pumps and piping arrangement.
4. Electrical and Instrumentation and Controls drawings and specifications related to the proposed digester pumps.
5. Update of cost estimate to include digester pump improvements.

II. EXTRA SERVICES

The following services are not believed to be necessary to complete the project and are not included in the Scope of Services described in the preceding sections. Such services will be provided if dictated by regulatory agencies or existing conditions upon approval of an amendment to the Scope of Services.

1. Architectural, Mechanical/Plumbing, and Structural design is not needed for the scope of work described herein.
2. All services included herein assume additional permitting is not necessary, unless otherwise noted.

III. COMPENSATION

GF proposes to perform this assignment in accordance with this Proposal and Agreement dated March 17, 1986 between Danville Municipal Authority and Gannett Fleming, Inc. GF's billings for the services described in the Scope of Services are estimated below.

	<i>Estimated Cost</i>
A. Digester Pump Replacement	\$65,000
Original Cost	<u>\$430,300</u>
Amended Cost	<u>\$495,300</u>

GF's total billings will not exceed the Total Project amount indicated without further authorization. In the event that unforeseen circumstances outside of the scope of work and our control result in additional effort, GF will obtain additional authorization for any necessary increase in billings. If you have any questions, please contact Tia Trate at ttrate@gfnet.com.

If this Proposal is satisfactory to you, please execute and return one copy of the accepted Proposal to GF. The accepted Proposal will constitute the agreement for our services and our authorization to proceed with this assignment.

Gannett Fleming sincerely appreciates this opportunity to be of continued service to the Borough of Danville and the Danville Municipal Authority.

Very truly yours,

GANNETT FLEMING, INC.



JAMIE R. SHAMBAUGH, P.E.*
Vice President

*Registered in PA, MD, FL, VA, IL

Acceptance and Authorization to Proceed

By: _____ Date: _____

Mr. Pete Rickert, Chairman

Cc: Ms. Shannon Berkey, Danville Borough Manager

Tia Trate, Gannett Fleming

	2022 BUDGET
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FUND 06 - WATER FUND	
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106.000	Cash (Beginning Bal.)	<u>\$1,091,258</u>
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Interest Earnings		
341.100	Interest Earnings	\$300
TOTAL		\$300

Water System		
200.300	Fulton Loan	\$56,510
200.400	Susquehanna Loan	\$0
378.110	Metered Sales	\$414,591
378.112	Geisinger Medical Center	\$270,000
378.114	Danville State Hospital	\$94,723
378.115	Borough Shortfall Payment	\$0
378.116	Suez	\$140,000
378.118	Miller Brothers Complex	\$0
378.120	Valley Township	\$109,866
378.210	Flat Rate Residential Sales	<u>\$1,054,740</u>
TOTAL		\$2,140,430

Miscellaneous		
364.171	Administrative Fees	\$1,000
364.360	Sale of Bulk Water & Services	\$300,000
355.050	Pension	\$83,132
380.100	Miscellaneous Revenue	<u>\$1,000</u>
TOTAL		\$385,132

Turn on fees & health ins. Co-op surplus
Tapping fees, bulk water, sprinklers \$33,500, \$250,000 suez

<u>TOTAL REVENUE</u>	<u>\$3,617,120</u>
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Water System - Supply & Treatment		
448.120	Salaries & Wages	\$320,485
448.200	Materials & Supplies	\$22,000
448.222	Chemicals	\$150,000
448.225	Laboratory Testing	\$13,000
448.231	Fuel	\$16,000
448.255	Maintenance	\$150,000
448.361	Electricity	\$80,000
448.429	Miscellaneous	<u>\$5,000</u>
TOTAL		\$756,485

PCS Instrumentation
Training & Plant Sewer Quarterly Bill

Water Transport & Terminal		
449.120	Salaries & Wages	\$324,295
449.200	Materials & Supplies	\$238,900
449.251	Vehicle Expense	\$16,000
449.255	Maintenance	\$0
449.384	Equipment Rentals	\$0
449.429	Miscellaneous	\$1,500

Meter Project \$83,900 + \$5,000 additional residential meter purchase

		2022 BUDGET	
449.607	Fulton Loan	\$241,750	
TOTAL		\$822,445	
Water - Administration			
493.120	Salaries & Wages	\$84,481	
493.160	Pension	\$181,837	
493.161	F.I.C.A	\$57,895	
493.200	Materials & Supplies	\$8,000	
493.310	Professional Services	\$66,500	Engineering, Legal, IT, Audit 2022 \$17,500 rate study
493.321	Communications Expense	\$10,000	PA One Call, Advertising, cable, phone, postage
493.350	Insurance & Benefits	\$440,764	health, liab., workers comp., property insurance
493.429	Miscellaneous	\$8,000	Training & Dues
TOTAL		\$857,477	
Water - Nonrecurring Charges			
494.301	Capital Replacement	\$100,000	roof (3) - reserves
494.302	Lagoon Cleaning	\$9,000	
494.303	Street Patching	\$75,000	
494.304	Interconnection	\$100,000	additional \$100,000 Suez
494.305	Equipment	\$133,727	truck \$57,500, skid steer \$76,227
494.306	Upgrades	\$130,278	doors \$9,600, hoists \$11,885, cameras \$73,193, pumps \$35,600
494.701	New Capital	\$555,311	\$1,750,000 filters, \$600,000 4 pumps/VFDs & engineering (loan)
TOTAL		\$1,103,316	
<u>TOTAL EXPENSES</u>		<u>\$3,539,723</u>	
106.000	Cash (Ending Balance)	<u>\$77,397</u>	

	2022 BUDGET
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FUND 08 - SEWER FUND

306.100	Cash (Beginning Bal.)	<u>\$3,497,176</u>
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Interest Earnings		
341.100	Interest Earnings	\$1,100
341.200	Investments	<u>\$0</u>
TOTAL		\$1,100

Transfers		
392.030	From Sewer Capital Reserve	<u>\$0</u>
TOTAL		\$0

Santitation		
364.101	Metered	\$292,000
364.102	Unmetered	\$1,015,000
364.103	Suez - 0559	\$960,000
364.104	Geisinger Medical Center	\$588,100
364.105	Danville State Hospital	\$270,000
364.106	Riverside	\$208,000
364.107	Cooper Township	\$66,000
364.108	State Pension	\$54,842
364.109	Valley Township	\$183,000
364.171	Administrative Fee	\$1,000
364.360	Sale of Services	\$5,000
364.361	Riverside O&M	\$21,300
364.362	Valley O&M	\$2,280
364.365	Solid Waste	\$10,800
392.800	Sewer - Construction	\$0
392.850	Sewer - Interceptor	<u>\$0</u>
TOTAL		\$3,677,322

Turn on fees & health ins. Co-op surplus
tapping fees, sale of scrap

\$190/month

<u>TOTAL REVENUE SEWER</u>	<u>\$7,175,598</u>
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Sewer System Collection		
426.100	Salaries - Collection System	\$42,376
426.200	Materials and Supplies	\$400
426.251	Vehicle Parts	\$500
426.300	Capital Improvements - Infrast.	\$0
426.301	Capital Improvements - General	\$174,922
426.302	Meter Project	\$164,325
426.361	Electricity - Collections	\$4,200
426.370	Repairs, Maintenance Services	\$3,300
426.450	Contracted Services	\$50,000
426.560	Salaries - Riverside Pump. St.	\$11,138
426.607	Pennvest loan pymts - collection	\$462,329
426.608	FNB loan payments - collection	\$0
426.609	Financing of capital projects	\$0

Fisher Court Pump Station, \$72,500 PENNVEST & Act 537 Plan
\$5,000 additional residential meter purchase

Sewer Inspections (Flow Monitoring, TV Insp. Etc.)

	2022 BUDGET
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426.700	Riverside Pump. St. Materials	\$1,500	\$125/month
428.700	Valley Pump Station Materials	\$1,500	\$125/month

TOTAL	\$916,490
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Sewer System Operations

429.120	Salaries-Treatment Plant	\$376,210	
429.121	Salaries (Collection System)	\$0	
429.200	Supplies	\$0	
429.216	Cole's Misc.	\$0	
429.222	Operating Chemicals	\$170,000	
429.225	Lab. Supplies	\$500	
429.230	Heating Fuel	\$60,000	
429.234	Gas, Grease, & Oil	\$0	
429.238	Clothing & Related	\$100	
429.251	Vehicle Exp.	\$20,000	
429.260	Hand Tools	\$0	
429.300	Miscellaneous	\$6,000	SEDA COG Joint Rail Authority (2 invoices \$6,000)
429.317	Laboratory Services	\$35,000	
429.361	Electricity	\$130,000	
429.365	Sludge Disposal	\$55,695	\$48,195 annual transfer
429.366	Water Expense	\$5,700	
429.370	Equip. Main. & Repair	\$75,000	
429.384	Equipment Rental	\$0	
429.450	Contracted Services	\$40,000	
429.600	Capital Construction - General	\$207,514	Dewatering & Digester \$65k, \$72,500 PENNVEST & Act 537 Plan
429.601	Capital Improvement - Infrastr.	\$0	
429.602	Capital Const. - Equipment	\$0	
429.603	Capital Const. Tank Upgrade	\$0	
429.604	Capital Impr- Clarifier	\$0	
429.605	Sewer relocation - levee	\$0	
429.606	Sewer relocation - levee	\$0	

TOTAL	\$1,181,719
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Debit Principal & Interest

429.607	Penn Vest Loan Payment	\$808,836	
	Penn Vest Loan Payment	\$0	
429.608	FNB Bank Loan Payment	\$0	

TOTAL	\$808,836	\$1,990,555
		\$2,907,045

Sewer System Administration

487.120	Salaries & Wages	\$84,482	
487.152	Dental	\$2,108	
487.156	Health Insurance	\$197,458	\$4,500 deductible, \$10,667 opt out payment
487.158	Life Ins.	\$786	
487.160	Pension	\$119,958	
487.161	F.I.C.A.	\$39,337	
487.200	Material & Supplies	\$10,000	
487.310	Professional Services - Trustee	\$0	
487.311	Audit Expense	\$9,375	

	2022 BUDGET	
487.312 Legal Exp.	\$15,000	
487.313 Engineering Expense	\$44,500	\$17,500 rate study
487.314 Mahoning Suit	\$0	
487.321 Communications Expense	\$5,000	
487.331 Travel & Education	\$2,120	
487.341 Advertising, Print., Postage, etc.	\$2,000	
487.352 General Liab. Insurance	\$25,939	5% increase
487.354 Work Comp.	\$53,054	15% increase
487.355 Vehicle Insurance	\$3,973	6% increase
487.356 Fire Ins.	\$14,473	6% increase
487.357 Inland Marine	\$0	
487.359 Flood Insurance	\$0	
487.420 Dues. Subscrip. & Member.	\$500	
487.430 DEP Annual Fees	\$1,750	
487.451 Contracted Services	\$900	Larson GIS Hosting Agreement
487.452 Farm Biosolids Permit	\$0	
487.461 Refunds	\$0	
487.471 Riverside Subsidy Payment	\$0	
TOTAL	\$632,713	
<u>TOTAL EXP. SEWER</u>	<u>\$3,539,758</u>	
106.000 Cash (Ending Balance)	<u>\$3,635,839</u>	

16

Michael Currid - RR St Mall
320-330-334-340-352-358 Railroad Street
#5198 - 8 units

November 16, 2021 Tour

In Attendance: Mr. & Mrs. Currid, Pete Rickert, Don Lutz, Brad Horne, Brindy Mordan

Downstairs

- 1 - Smoke Rings
- 2 - Drivers License Center
- 3 - Kidspace - VACANT
- 4 - Laurie Pickle Law Office
- 5 - Nationwide/Nolans Auto Tags
- 6 - Dry Cleaners - VACANT
- 7 - Laundromat

Upstairs

- 8 - Office above Smoke Rings - VACANT
- 9 - Cluster of Offices with facilities (6) - VACANT
- 10 - "Library Room" - occupied by Mr. Green
- 11 - Cluster of Offices with facilities (3) - VACANT

Issues/Decisions

1 - Determine the base number of units in property - definition of an unit attached
Tapping Fees

2 - Refund 10 years or 13 years

3 - Vacancy Credit Policy

When was this policy introduced?

January 1, 2011

Did the Water Authority draft the rules?

Approved by Authority April 9, 2012

It is described as an "office policy".

Vacancy Credit Policy form created February 2018

4 - Availability for a meeting with Mr. & Mrs. Currid

Danville Municipal Authority
Sewer System Monthly Financial Report
November 30, 2021

Revenue/ Expense	Recorded Operations		Budget Estimates		Budget Surplus/ (Deficit) YTD
	Current Year		Current Year		
	Current Month	Y-T-D Total	Current Month	Y-T-D Total	
OPERATING REVENUE					
Metered Sales	37,343.47	297,281.07	272,616.67	297,400.00	24,664.40
Unmetered Sales	74,398.68	945,410.03	901,816.67	983,800.00	43,593.36
Suez	90,774.63	891,084.67	798,600.00	871,200.00	92,484.67
Geisinger Medical Center	0.00	441,100.44	441,075.00	588,100.00	25.44
Danville State Hospital	0.00	270,202.77	184,250.00	201,000.00	85,952.77
Riverside	0.00	212,563.55	190,025.00	207,300.00	22,538.55
Cooper	0.00	62,428.56	58,025.00	63,300.00	4,403.56
Miscellaneous	0.00	0.00	0.00	0.00	0.00
Pension	0.00	56,481.00	52,800.00	52,800.00	3,681.00
Valley Township	1,000.00	138,100.89	142,971.67	157,400.00	(4,870.78)
Administrative Fees	19,104.27	38,810.79	12,375.00	13,500.00	26,435.79
Sale of Services	0.00	68,929.49	45,833.33	50,000.00	23,096.16
Riverside O & M	1,775.00	19,400.00	18,150.00	19,800.00	1,250.00
Valley Sampling	190.00	2,075.00	2,200.00	2,400.00	(125.00)
Solid Waste	2,212.00	12,285.00	9,900.00	10,800.00	2,385.00
Interest Earnings	31.14	791.63	50,600.00	55,200.00	(49,808.37)
Sale of Assets	0.00	0.00	0.00	0.00	0.00
Total Operating Rev.	226,829.19	3,456,944.89	3,181,238.33	3,574,000.00	275,706.56

Danville Municipal Authority
Sewer System Monthly Financial Report
November 30, 2021

Revenue/ Expense	Recorded Operations		Budget Estimates		Budget Surplus/ (Deficit) YTD
	Current Year		Current Year		
	Current Month	Y-T-D Total	Current Month	Y-T-D Total	
OPERATING EXPENSE					
Sewer System Collection					
Salaries - Collection System	1,380.32	15,126.37	38,467.50	43,485.00	23,341.13
Supplies	0.00	0.00	366.67	400.00	366.67
Vehicle Parts	0.00	0.00	458.33	500.00	458.33
Capital Improvements - General	0.00	0.00	724,166.67	790,000.00	724,166.67
Meter Project	0.00	7,955.41	0.00	0.00	(7,955.41) 2
Electricity - Collections	340.26	3,652.14	3,850.00	4,200.00	197.86
Repairs & Maintenance Services	0.00	0.00	3,025.00	3,300.00	3,025.00
Contracted Services	0.00	1,233.95	45,833.33	50,000.00	44,599.38
Salaries - Riverside	568.40	3,615.62	10,697.50	11,670.00	7,081.88
Pennvest Loan Pymts - collection	38,527.40	423,801.40	424,171.00	462,732.00	369.60
FNB Loan Payment	0.00	0.00	0.00	0.00	0.00
Capital Project Financing	0.00	0.00	0.00	0.00	0.00
Riverside Pump St. Materials	125.00	1,360.00	1,283.33	1,400.00	(76.67)
Pump Station Materials	125.00	1,360.00	1,191.67	1,300.00	(168.33)
Total Collection System	41,066.38	458,104.89	826,865.00	1,368,987.00	795,281.51
Sewer System Operations					
Salaries - Treatment	22,772.50	307,651.70	330,284.42	373,365.00	22,632.72
Chemicals	0.00	118,465.31	153,358.33	167,300.00	34,893.02
Laboratory Supplies	0.00	369.25	458.33	500.00	89.08
Heating Fuel	3,662.57	43,512.17	61,600.00	67,200.00	18,087.83
Oil, Gas, & Grease	0.00	0.00	366.67	400.00	366.67
Clothing & Uniforms	0.00	0.00	91.67	100.00	91.67
Vehicle Expense	304.95	8,630.63	19,341.67	21,100.00	10,711.04
Small Tools & Minor Equipment	0.00	0.00	0.00	0.00	0.00
Maintenance Supplies - Misc.	0.00	819.61	366.67	400.00	(452.94)
Laboratory Services	1,999.00	30,313.00	37,950.00	41,400.00	7,637.00
Electricity	10,955.36	115,151.22	150,700.00	164,400.00	35,548.78
Solid Waste	144.50	56,035.81	66,641.67	72,700.00	10,605.86
Water	1,425.00	8,083.00	5,591.67	6,100.00	(2,491.33)
Equip. Repairs & Maintenance	9,178.88	54,523.29	68,108.33	74,300.00	13,585.04
Rent of Machinery & Equipment	0.00	0.00	0.00	0.00	0.00
Contracted Services	0.00	73,823.31	9,166.67	10,000.00	(64,656.64) 3
Capital Construction - Gen. & Infrac	0.00	3,450.00	435,691.67	475,300.00	432,241.67
Equipment	0.00	12,109.00	102,666.67	112,000.00	90,557.67
Total System Operations	50,442.76	832,937.30	1,442,384.42	1,586,565.00	609,447.12
Debt Principal & Interest					
Penn Vest Loan Payment	67,403.00	741,433.00	741,433.00	808,836.00	0.00
Total Debt Payments	67,403.00	741,433.00	741,433.00	808,836.00	0.00

Danville Municipal Authority
Sewer System Monthly Financial Report
November 30, 2021

Revenue/ Expense	Recorded Operations		Budget Estimates		Budget Surplus/ (Deficit) YTD
	Current Year		Current Year		
	Current Month	Y-T-D Total	Current Month	Y-T-D Total	
Sewer Administration					
Salaries & Wages	6,210.00	74,756.17	72,122.69	81,530.00	(2,633.48)
Dental Insurance	175.64	2,107.64	1,581.25	1,725.00	(526.39)
Health Insurance	15,459.92	175,167.71	143,455.00	143,455.00	(31,712.71) 4
Life Insurance	0.00	720.28	720.50	786.00	0.22
Pension	0.00	117,151.00	117,151.00	117,151.00	0.00
FICA	2,701.07	33,331.87	35,889.33	39,152.00	2,557.46
Supplies	536.23	9,699.44	8,754.17	9,550.00	(945.27)
Accounting & Auditing	0.00	8,375.00	8,593.75	9,375.00	218.75
Legal Consulting	1,913.00	10,858.31	48,629.17	53,050.00	37,770.86
Engineering Services	0.00	633,118.78	24,750.00	27,000.00	(608,368.78) 5
Communications	319.00	3,098.32	7,580.83	8,270.00	4,482.51
Travel & Education	0.00	602.36	1,943.33	2,120.00	1,340.97
Advertising, Printing	209.44	1,940.15	971.67	1,060.00	(968.48)
Liability	0.00	24,703.75	23,344.00	23,344.00	(1,359.75)
Workers Compensation	0.00	47,434.00	31,204.00	31,204.00	(16,230.00) 6
Vehicle Insurance	0.00	3,748.00	8,318.75	9,075.00	4,570.75
Fire Insurance	0.00	13,654.00	23,810.42	25,975.00	10,156.42
Flood Insurance	0.00	0.00	1,576.67	1,720.00	1,576.67
Dues, Subscriptions & Member.	0.00	788.19	458.33	500.00	(329.86)
DEP Annual Fees	0.00	0.00	1,650.00	1,800.00	1,650.00
Contracted Services	0.00	1,066.66	1,219.17	1,330.00	152.51
Total Administration	27,524.30	1,162,321.63	563,724.03	589,172.00	(598,597.60)
Total Operating Exp.	186,436.44	3,194,796.82	3,574,406.45	4,353,560.00	806,131.03
Net Operating Inc.	40,392.75	262,148.07		(779,560.00)	

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Sewer Fund Disbursements	November 30, 2021	
<u>Name</u>	<u>account descr.</u>	<u>amt.</u>
<u>Sewer System Collections</u>		
Salaries-Collection		\$ 1,380.32
Salaries-Riverside		\$ 568.40
Electricity		\$ 340.26
Pennvest Loan Payment		\$ 38,527.40
Riverside Sampling		\$ 125.00
Valley Sampling		\$ 125.00
<u>Total Sewer System Operations</u>		<u>\$ 41,066.38</u>
<u>Sewer System Operations</u>		
Heating Fuel		\$ 3,662.57
Vehicle Expense		\$ 304.95
Laboratory Services		\$ 1,999.00
Electricity		\$ 10,955.36
Solid Waste		\$ 144.50
Water		\$ 1,425.00
Equip. Repairs & Maintenance		\$ 17.61
Delval Equipment Corporation		\$ 9,161.27
Penn Vest Loan Payment		\$ 67,403.00
Salaries-Treatment		\$ 22,772.50
<u>Total Sewer System Operations</u>		<u>\$ 117,845.76</u>
<u>Sewer Administration</u>		
Dental Insurance		\$ 175.64
Health Insurance		\$ 669.36
PMHIC		\$ 14,790.56
FICA		\$ 2,701.07
Supplies		\$ 536.23
Legal Consulting		\$ 537.50
Marks, McLaughlin & Dennehy		\$ 1,375.50
Communications		\$ 319.00
Travel & Education		\$ 209.44
Salary - Administration		\$ 6,210.00
<u>Total - Administration</u>		<u>\$ 27,524.30</u>
TOTAL DISBURSEMENTS		<u>\$ 186,436.44</u>

Danville Municipal Authority
Sewer Treatment Facility Operating Report
Notes – November 2021

Revenues

#1 Operating Revenue – Interest Earnings - Switched investment from PLGIT to Fulton Bank to get a lower interest rate on the water loan through Fulton Bank.

Expenses

#2 Sewer System Operations – Meter Project – Meter project.

#3 Sewer System Operations – Contracted Services – Sludge line repair and an emergency dig for a water break that damaged the boiler room. Boiler room required repairs.

#4 Sewer Administration – Health Insurance – Bob Hendrickson family plan addition to the health insurance.

#5 Sewer Administration – Engineering Services – Attached. Did not receive any invoices for last quarter of 2020 until 2021.

#6 Sewer Administration – Workers Compensation – Budgeted a 7.75% rate increase and actual rate increase was 58% due to three claims in one year.

Borough of Danville
Engineering Expenses
Sewer Treatment Plant

11/30/2021

Act 537	\$ 47,922.99
Article I Services - qtrly retainer	\$7,500.00
Authority meeting prep & attendance	\$7,226.23
Biosolids Application	
Bulk User Contracts	
Capital Project Cost Estimate	
Chapter 94 Report	\$3,458.80
Collection System	\$318.58
Cooper Township	
Danville Collection System	
DEP Permit Renewal	
Dewatering System	\$334,865.74
Easement Exhibits	
East Market St Sewer	
Fisher Court	\$218,000.45
Flood Assistance	
Flow Monitoring	
Geisinger Coordination	
Green House & Belt Filter Press	
Interceptor	
Lodgic Properties	
Mahoning Township/Suez	\$3,245.20
Miscellaneous	\$2,363.86
NPDES Permit	
Other meeting prep & attendance	
PPC Plan	
Pennvest	\$2,917.32
Riverside Coordination	\$3,758.36
Rooney Ave	
Spring Street project	
State Hospital	
TV, Cleaning and Flow Monitoring	
Valley Township	
Water Service Lateral	
SEDA COG - Easement Filing	
Livic Civil	\$1,541.25
	<hr/>
	\$633,118.78

12 Month Recap

Dec-20	\$364,776.82	\$222,975.95	\$141,800.87
Jan-21	\$263,455.98	\$271,796.43	-\$8,340.45
Feb-21	\$190,067.18	\$367,618.33	-\$177,551.15
Mar-21	\$417,196.33	\$247,909.07	\$169,287.26
Apr-21	\$359,410.72	\$302,791.61	\$56,619.11
May-21	\$249,480.72	\$323,244.42	-\$73,763.70
Jun-21	\$378,919.42	\$294,751.49	\$84,167.93
Jul-21	\$295,868.65	\$312,034.58	-\$16,165.93
Aug-21	\$316,229.35	\$252,567.33	\$63,662.02
Sep-21	\$368,608.40	\$302,762.50	\$65,845.90
Oct-21	\$391,099.75	\$332,884.62	\$58,215.13
Nov-21	\$226,829.19	\$186,436.44	\$40,392.75
Total	\$3,821,942.51	\$3,417,772.77	\$404,169.74
Average	\$318,495.21	\$284,814.40	\$33,680.81

NOVEMBER SEWER AUTHORITY REPORT

PLANT:

- Secondary pump house sump pump sent out for rebuild
- Raw pump #1 sent for rebuild
- Repaired skimmer arm on primary #2
- Repaired bracket on IMLR pump in Bio #1
- Vac all primary clarifier lines from grit
- Repaired chain on final clarifier motor
- Generator load bank test and oil sample taken
- Trailer removed from levee project
- Electric to trailer and site reconstruction remains at levee trailer location
- Vac at water plant and pumpstations
- Vac at chemical induction tanks
- Plant ended the nutrient year under the allotted phosphorous and nitrogen pounds for our permit . We do not need to purchase any credits
- Budget is ready for final approval

COLLECTIONS:

- Weekly jetting
- Vac at grit manholes
- Block near line street lateral issue
- Assist w property demo sewer location
- Replace manhole covers where needed

Danville Municipal Authority

Gannett Fleming Engineer's Report

Month: November 2021

Water Treatment Plant Filter Construction

- As-built drawings in progress - red lines received from Contractor.

Wastewater Treatment Plant Dewatering Project

- Design is progressing, GF 90% Design under review internally, GF to provide deliverable in early 2022
- GF amendment for digester pump replacement provided for review.

Fisher Court Pump Station and Franklin Street Sewer Extension Project

- Design is progressing, GF working toward 90% Design
- Geotechnical Report Complete, GF working through groundwater contamination issues
- Tank pull in progress.

Act 537 Plan and UER

- GF is finalizing cost estimate to include digester pump improvements. Resolutions signed before the end of the comment period will need to be resigned following distribution of the revised study.

Sewer/Wastewater Annual Services

- Annual WWTP held July 27, 2021. GF transmitted report at the end of November. Overall, plant is in good condition.

Water Annual Services

- Rate Study in progress, GF team coordinating questions with Borough Staff.