

WESTERN WESTMORELAND MUNICIPAL AUTHORITY

REGULAR MONTHLY MEETING – JULY 16, 2020

The Board of Directors of the Western Westmoreland Municipal Authority held a regular monthly meeting via Zoom .us audio/video teleconferencing, on Thursday, July 16, 2020 at 6:00 P.M., duly advertised, as required, and with the following persons in attendance:

I. Roll Call 6:04 P.M.:

Board Members in Attendance:

| | | |
|---------------------------|--------------------------|---------------------|
| Mr. Stanley Caroline, Jr. | Mr. Mike Faccenda | Mr. Charles Gilbert |
| Mr. Charles Konkus | Mr. Joseph Lapia | Mr. Dylan Mace |
| Mr. Kevin McHugh | Mrs. Barbara L. McIntyre | Mr. Mark Wolinsky |

Late Arrival: 6:05 P.M.:

Mr. Tim Watson

Others in Attendance:

Mr. John M. Campfield, Solicitor
Mr. Brad Boddy, Consulting Engineer
Mr. Kevin Fisher, General Manager
Mr. Stanley A. Gorski, Jr., Assistant Manager
Mrs. Johanna Wtorkowski, Finance Director and Assistant Secretary-Treasurer/Recording Secretary

2. Mr. Caroline led the Pledge of Allegiance.

It is noted that Mr. Watson joined the meeting at this time. The time was 6:05 P.M.

3. Public Comments: None. There were no visitors in attendance.

4. Communications:

A. Mr. Caroline referred to a press notice issued by North Huntingdon Township Municipal Authority regarding the relocation of their administrative offices to the Youghiogheny Treatment Plant location, effective July 1, 2020.

5. Secretary's Report – Barbara McIntyre:

A. Mrs. McIntyre requested the approval of the minutes for the regular meeting of June 18, 2020. A motion to approve the minutes, as presented, was made by Mr. Konkus, and seconded by Mr. Wolinsky. The motion passed, 9-0, with an abstention by Mr. Mace, who did not attend the meeting.

6. Treasurer's Report – Tim Watson:

Mr. Watson requested the approval of the following requisition:

- A. Revenue Fund Requisition No. 344 Scott Electric: \$787.94: A motion to approve was made by Mr. Wolinsky, and seconded by Mr. Faccenda. The motion passed, 9-0, with an abstention by Mr. Konkus, who is an employee of Scott Electric. A memorandum, signed by Mr. Konkus, is attached to these minutes.
- B. Revenue Fund Requisition No. 345: \$188,242.45: A motion to approve was made by Mr. Konkus, and seconded by Mr. Faccenda. The motion passed unanimously.

This concluded the Treasurer's report.

7. General Manager's Report – Kevin Fisher:

A. Mr. Fisher requested Board ratification of the General Manager's purchases of the following chemicals:

W.K. Merriman: 2,000+/- gallons of magnesium hydroxide per purchase, at COSTARS pricing:

| | | |
|----|------------|------------|
| 1. | 01/07/2020 | \$6,318.50 |
| 2. | 04/06/2020 | \$6,287.05 |
| 3. | 07/16/2020 | \$6,287.05 |

Neo-Solutions: 2,300-gallon totes of liquid polymer per purchase, COSTARS pricing:

| | | |
|----|------------|-------------------------------|
| 1. | 02/20/2020 | \$13,708.00 (four (4) totes) |
| 2. | 04/16/2020 | \$13,708.00 (four (4) totes) |
| 3. | 07/16/2020 | \$10,281.00 (three (3) totes) |

A motion to approve was made by Mr. Gilbert, and seconded by Mr. Wolinsky. Mr. Konkus asked if the price fluctuates per pound or per gallon. Mr. Fisher stated that the price for polymer is per pound. Mr. Fisher stated that the Authority has had various polymer suppliers perform trial tests, and Neo-Solutions' polymer is most effective for the Authority's processes. The number of gallons of magnesium hydroxide varies. Mr. Lapia asked why there was a delay in approving these purchases. Mrs. Wtorkowski stated that the purchases

exceeding the General Manager's purchasing limit were overlooked at the time of purchase. Upon review of expenditures, the need for Board approval was discovered. Mr. Fisher stated that the management staff is currently reviewing the Authority's purchasing policy, including addressing authorization for the General Manager to make purchases of maintenance chemicals. Mr. Lapia asked if the Authority should bid these chemicals out for the year. Mr. Fisher stated that there are issues with which the Authority must contend, including addressing difficulties in delivery of chemicals. Mr. Fisher explained that the magnesium is delivered in a tanker truck and pumped into empty totes at the WWMA plant, and transported to the dock in the Sludge Processing Building, because the Authority does not have a bulk storage facility for magnesium hydroxide. The motion passed unanimously.

- B. Mr. Fisher requested Board authorization for the General Manager to purchase magnesium hydroxide and liquid polymer in the future, as needed. Mr. Fisher stated that this would be an open authorization. Mr. Caroline asked if chlorine should be included. Mr. Fisher explained that the cost of chlorine does not exceed the General Manager's purchasing limit, but it could be included, as well. Each chemical is listed as a separate line item in the annual operating budget. After discussion, a motion to approve (authorization for the General Manager to purchase magnesium hydroxide, liquid polymer, and chlorine) was made by Mr. Gilbert, and seconded by Mr. Lapia. The motion passed unanimously.
- C. Mr. Fisher requested Board approval to hold the Authority's regular monthly meetings via teleconferencing through October 2020. After discussion, a motion was made by Mr. Konkus, and seconded by Mr. Wolinsky, to hold the Authority's regular meetings via teleconferencing through October 2020. Mr. Lapia asked if the Authority should hold the teleconferencing meetings through December 2020. Mr. Caroline stated that the budget discussions could be difficult, if held via teleconferencing. Mr. Fisher stated that the Authority will be approving the operating budget at the November 2020 meeting, so the budget discussions would have already taken place. Mr. Campfield referred to the Authority's emergency disaster policy concerning COVID-19. Mrs. Wtorkowski stated that the policy states an effective date of March 13, 2020, and will remain in effect until further actions of the Board. The motion passed unanimously. Meetings will be held via teleconferencing through October 2020.
- D. Mr. Fisher requested that the Board award the bid for the Switchgear Replacement Project to Allegheny City Electric, Inc., for the base bid of \$177,000.00. Mr. Fisher stated that there were eight (8) bidders, with the highest bid submitted by Mon Valley Integration, for \$368,489.00. Allegheny City, Inc., offered a deduct in the amount of \$13,000.00 for using Siemens switchgear. Mr. Fisher stated that the project was designed for Eaton switchgear. Bidders were permitted to offer alternate bids for other switchgear brands. Mr. Fisher stated that this made it possible for the Authority to consider one (1) brand of switchgear in the design, while allowing the consideration of other brands, through the bidding process. The low bidder will be required to provide all necessary submittals for the alternate switchgear, if the Authority chooses to evaluate the alternate bid. Mr. Fisher stated that the bid came in under the budgeted amount of \$400,000.00. A motion to award the bid for the Switchgear Replacement Project to Allegheny City Electric, Inc., for the bid price of \$177,000.00, with no deduct was made by Mr. Lapia. Mr. Konkus asked if the bidder provided the base dimensions of the Siemens switchgear. Mr. Fisher stated that the bidder did not provide the dimensions with the bid. Mr. Konkus stated that he is aware that, during the bidding process, Eaton refused to release their numbers until the bid date, because Eaton did not want other contractors shopping around with other manufacturers. Mr. Konkus stated that other manufacturers got involved, and forced Eaton to drop their price by \$40,000.00 - \$50,000.00. Mr. Caroline asked if the bid specifications state that the switchgear needed to fit into a 36" footprint. Mr. Fisher stated that the space was specified in the bid specifications. Mr. Fisher stated that he has seen many bid openings, and vendors always play games on bid day, whether there is a base bid or multiple pre-approved vendors, where vendors play off of each other with pricing. Mr. Watson asked if the high bidder had the information that Mr. Konkus was looking for. Mr. Fisher stated that there was only one other bidder that provided an alternate bid with a deduct for a switchgear brand other than Eaton. Mr. Boddy stated that, whether or not the deduct is accepted, Allegheny City Electric, Inc., is the low bidder. Mr. Lapia asked if the Eaton and Siemens switchgears are comparable. Mr. Fisher provided a brief explanation of the switchgear features. Mr. Fisher stated that the Authority did not evaluate any product, other than Eaton. Mr. Fisher stated that the Eaton repair center operates out of Cranberry Township, and previously, response has been good. Mr. Lapia asked if the Authority could assume that the Siemens switchgear would fit in the space, since they included a deduct in their bid. Mr. Boddy stated that, if the Authority choose to evaluate the deduct, it must request a submittal from the bidder, and review the specifications. Mr. Boddy stated that you would be evaluating based on size, individual components, service, and reliability. Mr. Caroline asked Mr. Konkus for his opinion. Mr. Konkus explained how the University of Pittsburgh prepares bid specifications that list four manufacturers, for example: Square D, Cutler Hammer, GE, and Siemens. The University of Pittsburgh feels that all four manufacturers are good. If a bidder submits a bid using one of these manufacturers, the University is confident that the manufacturer is acceptable. Mr. Konkus stated that he trusts the recommendations of Mr. Boddy and Mr. Fisher, but he would like the Board to consider the deduct.

Mr. Lapia amended his motion to consider the deduct. Mr. Boddy stated that the Authority could award the contract to Allegheny City Electric, Inc., since they are the low bidder, regardless of whether the deduct is accepted. The Authority can evaluate the deduct and modify the contract, accordingly. Mr. Lapia amended his motion to award the bid for the Switchgear Replacement Project to Allegheny City Electric, Inc., for the (base) bid of \$177,000.00, with evaluation of the deduct (\$13,000.00). Mr. Watson seconded the amended motion. The motion passed, 9-1, with an abstention by Mr. Konkus, who is an employee of Scott Electric, a supplier for Siemens. A memorandum, signed by Mr. Konkus, is attached to these minutes.

This completed the General Manager's report.

8. Assistant Manager's Report – Stanley Gorski, Jr.:
 - A. Mr. Gorski reported that there were no plant NPDES violations, and no by-passes.
 - B. Average plant flow was down, at 2.52 MGD per day. Maximum plant flow was 2.88 MG. Total rainfall for June 2020 was 2.63", with a maximum rainfall on a single day of .63".
 - C. Mr. Gorski reported that the plant maintenance is up to date.
 - D. Mr. Gorski reported that the new Peterbilt dump truck is on the road. The Mack dump truck is being prepped for sale on Municibid.com.
 - E. Mr. Gorski requested Board approval to purchase a 2021 Chevrolet 2500 HD 4-wheel drive, crew cab work truck from Tri-Star Chevrolet, Inc., at a COSTARS price of \$35,858.00. Mr. Gorski stated that the Authority had approved the purchase of a truck in 2019, but Kenny Ross lost the order twice. A motion to approve was made by Mr. Konkus, and seconded by Mr. Mace. Mr. Lapia asked what engine and what trim package are included in the quote. Mr. Gorski stated that it is a base model crew cab work truck, with the preferred equipment package, and an added snow plow prep (\$270.00). The engine is a 6.6 liter, gas engine. The motion passed, 8-0. Mr. Wolinsky lost connection to the meeting at 6:51 P.M., and did not vote on the motion. Mr. Wolinsky returned to the meeting at 6:53 P.M.
 - F. Mr. Gorski reported that the membrane cover for the Dystor has a leak in the seam. A patch that was installed on the cover 2-3 years ago is now leaking, as well. There are two holes on the outer membrane, and one hole on the inner membrane. The cost to repair the membrane could be up to \$100,000.00, due to the size of the membrane, and the painstaking work that is involved in locating small holes. The cost for a new membrane is \$40,000.00, plus installation costs. A cover should last 10-15 years. The existing cover was installed seven (7) years ago. Two new patches were installed on the outer holes, but repairs cannot be made to the hole on the inner membrane. Mr. Gorski stated that the level of gas emitting from the membrane is not explosive. Mr. Konkus asked what the original factory warranty period was. Mr. Gorski stated that the original warranty period was two (2) years. Mr. Gorski stated that the hole looks like it could have been caused by a bullet. Mr. Konkus asked if an insurance claim could be filed, if the damage was from a bullet, or from a tree branch. Mr. Fisher stated that you would probably never know if someone shot a gun at the membrane. Mr. Fisher stated that he could contact the Authority's insurance broker, to see if a claim could be filed. Mr. Gorski stated that Evoqua has not had any issues with the 32 mil cover, which is what is currently on the Dystor.

It is noted that Mr. Mace left the meeting at this time. The time was 7:01 P.M.

This concluded the Assistant Manager's report.

9. Mr. Boddy reviewed his written report dated July 16, 2020.
 - A. COA-Phase I – Pump Station and Equalization Tank Project, and COA-Phase II - Brush Creek Interceptor Improvements Project:
 1. Mr. Boddy reported that the Authority is waiting for closeout from the PaDEP.
 - B. COA-Phase III Project:
 1. Mr. Boddy reported that PENNVEST accepted WWMA's loan application for consideration at its July 22, 2020 meeting.
 2. Wade Trim met with PennDOT regarding permits that are required for the COA-Phase III Project. The permit applications should be submitted, shortly.
 - C. Switchgear Replacement Project: Mr. Fisher already reviewed recent information.
 - D. WWTP Modeling Project: There is nothing new to report.
 - E. Semi-Annual Transfer from Revenue Fund to 2015/2016 Capital Improvement Fund: Mr. Boddy recommended that the Authority transfer \$513,835.08 from the Revenue Fund to the 2015/2016 Capital Improvement Fund. A motion to approve the transfer, as recommended by the Consulting Engineer, was made by Mr. Lapia. Mrs. Wtorkowski stated that Mr. Boddy's letter stated an amount of \$516,835.08. Mr. Boddy stated that he would recommend the amount stated in his letter. Mr. Lapia amended his motion to transfer \$516,835.08. Mr. Faccenda seconded the motion. The motion passed unanimously.

This concluded Mr. Boddy's report. The complete report is attached to these minutes.

10. Solicitor's Report – John Campfield:

A. Cavittsville-Ardara System:

1. Mr. Campfield state that he will be requesting Board approval of the settlement actions to conclude the litigation between WWMA and NHTMA, including the conveyances of the rights-of-way and the Ardara Pump Station. Mr. Campfield provided an update on the process to settle the lawsuit with North Huntingdon Township Municipal Authority (NHTMA). Remaining tasks include conveying the rights-of-way and pump station property, and collecting \$220,000.00 from NHTMA, in order to settle the case. Mr. Campfield reported that he prepared a petition for all of the parties who are in the action, which is WWMA as the plaintiff, and NHTMA and North Huntingdon Township, as defendants, as well as the interveners that were brought into the litigation. At this point, the matters are down to WWMA and NHTMA. The petition is a petition to request that the Court settle, discontinue, and end the litigation. Mr. Campfield submitted the petition to Attorney Dan Hewitt a few days ago. Mr. Hewitt, so far, is ok with the petition. Mr. Hewitt will approve it or comment on it, tomorrow. Mr. Campfield reported that he received an updated Opinion of Counsel from the Authority's Bond Counsel, Attorney James Webster, regarding the proceeds from the sale of the Cavittsville-Ardara System. Mr. Webster stated that the funds will be deposited into the Authority's Revenue Fund Account, and the funds could be used for any other activity that would otherwise take place in the Revenue Account. Mr. Campfield requested a motion made on behalf of the item on the agenda for approval of the actions to settle the case. A motion to approve was made by Mr. Konkus, and seconded by Mr. Watson. Mr. Caroline asked if the proceeds from the sale could be used to replace the cover on the digester. Mr. Fisher stated that the proceeds could be used for that purpose. The motion passed unanimously.
2. Mr. Campfield reported that the right-of-way acquisitions are getting to be a little slow. Mr. Malkos has submitted the mortgage joinder agreement to his bank, and he is agreeable to signing the right-of-way agreement, once he receives the signed agreement from his bank.

This concluded Mr. Campfield's report.

11. Reports of Committees:

A. Personnel Committee: Joseph Lapia:

1. Mr. Lapia had no report.
2. Mr. Lapia asked Mr. Fisher if he heard from Mr. Eugene Miklaucic, regarding the drug policy. Mr. Fisher stated that he has not heard from Mr. Miklaucic.

B. Finance and Budget Committee – Due to Mr. Mace's absence, Mrs. Wtorkowski presented the following fund transfer and investments for approval:

1. Approval of the fund transfer listed under Agenda item 11B (1) (a), and investments listed under Agenda Items 11B (1) (b) 11B (1) (c), and 11B (1) (d) as follows:
 - Item 11B (1) (a): Transfer \$140,243.83 from the Revenue Fund to the PENNVEST Account, *and*
 - Item 11B (1) (b): Purchase a 2015/2016 Capital Improvement Fund One-Month United States Treasury Bill, in the amount of \$4,964,000.00, *and*
 - Item 11B (1) (c): Purchase a 2016 Construction Fund One-Month United States Treasury Bill, in the amount of \$2,036,000.00, *and*
 - Item 11B (1) (d): Purchase a 2015/2016 Debt Service Reserve Fund Six-Month United States Treasury Bill, in the amount of \$2,337,000.00.

A motion to approve was made by Mr. Wolinsky, and seconded by Mr. Lapia. The motion passed unanimously.

2. Mrs. Wtorkowski requested that the Board authorize a transfer in the amount of \$43,000.00 from the Revenue Fund to the Sick Pay Reserve Account. Mrs. Wtorkowski reported that this transfer will result in full funding of accrued sick pay, as of December 31, 2019. A transfer will be made in 2021 to cover sick pay that is accrued in 2020. A motion to approve was made by Mr. Wolinsky, and seconded by Mr. Watson. The motion passed unanimously.

This concluded the Finance and Budget Committee report.

C. Legal and Engineering Services Committee: Charles Gilbert: Mr. Gilbert stated that everything was already discussed, and he did not have a report.

12. Requisitions and PENNVEST Payments:

A. Mr. Caroline requested Board ratification of Agenda Item 12A (1):

- 12A (1): Approve 2015/2016 Capital Improvement Fund Requisition No. 62: \$11,110.43, and authorize submission to PENNVEST.

A motion to approve was made by Mr. Konkus, and seconded by Mr. Wolinsky. The motion passed unanimously.

13. Board Member Comments:

A. Mr. Lapia asked that Mr. Fisher, Mr. Gorski, and Mrs. Wtorkowski provide recommendations for the use of the proceeds from the sale of the Cavittsville-Ardara System.

14. Executive Session: A motion was made by Mr. Konkus, and seconded by Mr. Watson, to enter into an executive session to discuss personnel, confidential negotiations, and litigation matters. The motion passed unanimously. The executive session began at 7:18 P.M.

A motion to return to the regular order of business was made by Mr. Konkus, and seconded by Mr. Lapia. The motion passed unanimously. The Board returned to the regular meeting at 8:18 P.M.

15. A motion to adjourn the meeting was made by Mrs. McIntyre, and seconded by Mr. Wolinsky. The motion passed unanimously. The meeting was adjourned at 8:18 P.M.



Johanna Wtorkowski, Assistant Secretary-Treasurer

MEMORANDUM

TO: Secretary of the Board of Directors of
Western Westmoreland Municipal Authority

FROM: Charles T. Konkus

DATE: July 16, 2020

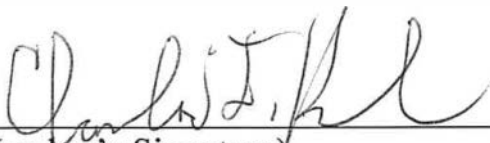
I, the undersigned, Director of Board of the Western Westmoreland Municipal Authority do hereby publicly announce and disclose that due to the following conflict, or possible conflict of interest, I am abstaining from voting of the hereinafter set forth matter coming before the Board of the Western Westmoreland Municipal Authority.

Nature of Possible Conflict:

Employee of Scott Electric, a supplier of electrical purchases made by the Authority.

Subject to be acted upon:

Approve Revenue Fund Requisition No. 344, Scott Electric, in the amount of \$787.94.



(Member's Signature)

MEMORANDUM

TO: Secretary of the Board of Directors of
Western Westmoreland Municipal Authority

FROM: Charles T. Konkus

DATE: July 16, 2020

I, the undersigned, Director of Board of the Western Westmoreland Municipal Authority do hereby publicly announce and disclose that due to the following conflict, or possible conflict of interest, I am abstaining from voting of the hereinafter set forth matter coming before the Board of the Western Westmoreland Municipal Authority.

Nature of Possible Conflict:

Employee of Scott Electric, a supplier of electrical purchases made by the Authority.

Subject to be acted upon:

Award bid for Switchgear Replacement Project to Allegheny City Electric, Inc., for the (base) bid price of \$177,000.00, with evaluation of the deduct (\$13,000.00).



(Member's Signature)

Western Westmoreland Municipal Authority

Assistant Manager's Report

July 16, 2020 Board Meeting

Monthly Maintenance Report

June 2020

Weekly Plant Maintenance: (Performed Every Week)

- Gas Purifier Inlet & Outlet H₂S Readings
- Maintenance/Grease All 4 Digester Mixer Units
- Thickener - Oil and Torque Box Checks
- Clean Grit Pump Sight Glass
- Check Oil Levels in Both Final Clarifier Drives
- Clean RAW Sewage Level Control Transducers
- Pull and Pump Scum 2-3x week
- Broom/Hose Final Clarifiers
- Pump Final Scum Pits
- Remove Rags from Thickener Influent Box
- Dissolved Oxygen Sensor Maintenance
- Rotate and grease new RAW/Recycle Sewage Pumps
- Alternate Duperon Screening equipment/Washer Compactor

Monthly Plant Maintenance: (Performed Every Month)

- Gas Purifier pH Testing
- Fill Digester Overflow P-Traps
- Clean Boiler Strainers
- Flush Digester Level Sensors
- Bump Test All 36 Gas Monitoring Units
- Clean Grit Pump Screw Conveyor
- Wash Down Serpentine Conveyor & Tray
- Test Emergency Shower/Eyewash Stations
- Check/Replace all MCC's, RTU's, Drives and Centrifuge Panel Filters

General Plant Maintenance:

- Complete maintenance performed on all entrance gates
- Performed maintenance on MUA Units #1,2,3
- Replaced pressure relief valves on Boiler #1 & Boiler #2
- Completed maintenance on Digester building Air Dampers
- Replaced motor starter on Boiler Pump
- Troubleshoot Boiler #1 pump
- Completed 2-year external boiler inspection
- Put the new Peterbuilt Dump Truck in service
- Complete maintenance performed on all 8 Kaesar Blowers
- Replaced LEL sensor on Digester #1
- Dropped, hosed, cleaned, checked rake on final clarifier #1
- Performed maintenance on Final Clarifier Scraper #1
- Complete maintenance performed on all Garage Doors
- Installed flow meter back into IBR-3 Irwin location
- Dye testing – COA Phase #3 – Ranbar, Haubrich, and Wampler
- Finished phase 1 of outdoor lighting
- Installed new mailbox
- Completed maintenance on storm basin retention pond at new Pump Station



Western Westmoreland Municipal Authority
ENGINEERS REPORT

July 16, 2020

Major engineering activities for the month are summarized below:

WET WEATHER ISSUES

- *COA / LTCP / CAP / TAPR:*
 - Upcoming Critical Dates:
 - Quarterly Report due to PADEP on July 30, 2020

COA IMPROVEMENT PROJECT PHASE 1

- *Project Status:*
 - Awaiting project closeout from PENNVEST and DEP

COA IMPROVEMENT PROJECT PHASE 2

- Project Status
 - Awaiting project closeout from PENNVEST and DEP

COA IMPROVEMENT PROJECT PHASE 3

- PENNVEST application officially accepted by DEP and PENNVEST
- Held Meeting with PennDOT regarding required permits
- Pulling together PennDOT permit applications

SWITCHGEAR REPLACEMENT PROJECT

- Bid opening was held on 6/30
- Apparent low bidder was Allegheny City Electric at a bid of \$177,000
- Allegheny City Electric bid information formally was evaluated
- Recommendation awarding to Allegheny City Electric at the Authority's July meeting

PLANT OPERATION MODELING

- Submitted draft modeling report to WWMA for review
- Have received some preliminary comments, expecting additional comments
- Meeting will be scheduled to discuss comments and next steps

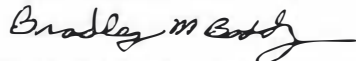
Wade Trim, Inc.
Three Gateway Center
401 Liberty Avenue.
Suite 1600
Pittsburgh, PA 15222

412.454.5566
412.454.9001 fax
www.wadetrim.com

TRANSFER OF FUNDS FROM REVENUE TO CAPITAL IMPROVEMENTS

In accordance with Section 4.06 of the Trust Indenture, the Authorities Consulting Engineer is to provide a written recommendation regarding the transfer of funds from the Revenue Fund to the Capital Improvements fund. This occurs on January 10th and July 10th of each fiscal year. Based on the information available, the Authority may consider transferring an amount not to exceed \$563,835.08. However, it is recommended only \$513,835.08 be transferred to the CIF due to a scheduled transfer from the Revenue Fund to the Sick Pay Reserve Fund in July.
(Board Action Required)

Respectfully Submitted,
WADE TRIM, INC.



Bradley M. Boddy, PE
Project Manager