

WESTERN WESTMORELAND MUNICIPAL AUTHORITY

REGULAR MONTHLY MEETING – NOVEMBER 15, 2021

The Board of Directors of the Western Westmoreland Municipal Authority held a regular monthly meeting on Monday, November 15, 2021 at 6:00 P.M. in the Authority conference room, duly advertised, as required, and with the following persons in attendance:

1. Roll Call 6:00 P.M.:

Board Members in Attendance:

Mr. Stanley Caroline, Jr.

Mr. Joseph Lapia

Mr. Tim Watson

Mr. Charles Gilbert

Mr. Kevin McHugh

Mr. Mark Wolinsky

Mr. Charles Konkus

Mrs. Barbara McIntyre

Attended Virtually:

Mr. Dylan Mace

Absent:

Mr. Mike Faccenda

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

Attended Virtually:

Attorney Alan S. Miller

2. Mr. Caroline led the Pledge of Allegiance and moment of silence for troops overseas.

3. Public Comments: None

4. Communications: Mr. Caroline referred to a summary of rules for preparing agendas, prepared by Solicitor Campfield.

5. Secretary's Report – Barbara McIntyre:

Mrs. McIntyre requested the approval of the minutes for the regular meeting of October 21, 2021. A motion to approve was made by Mr. Konkus, and seconded by Mr. Wolinsky. The motion passed, 8-0, with an abstention by Mrs. McIntyre, who did not attend the meeting.

This concluded the Secretary's Report.

6. Treasurer's Report – Tim Watson:

Mr. Watson requested the approval of the following requisitions:

A. Revenue Fund Requisition No. 377: Scott Electric: \$417.42: A motion to approve was made by Mr. Wolinsky, and seconded by Mr. McHugh. The motion passed, 7-0, 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. 378; Stone & Company: \$876.86: A motion to approve was made by Mr. Konkus, and seconded by Mr. Wolinsky. The motion passed, 7-0, with an abstention by Mr. Mace, who is an employee of Stone & Company. A memorandum, signed by Mr. Mace, is attached to these minutes.

C. Revenue Fund Requisition No. 379: \$160,863.18: A motion to approve was made by Mr. Konkus, and seconded by Mrs. McIntyre. The motion passed unanimously.

This concluded the Treasurer's report.

7. General Manager's Report – Kevin Fisher:

A. Mr. Fisher requested that the Board go into an Executive Session for negotiations and discussions concerning the USA Valley Landfill. A motion to approve was made by Mr. Wolinsky, and seconded by Mr. McHugh. The motion passed unanimously. The executive session began at 6:07 P.M.

A motion to return to the regular order of business was made by Mr. Konkus and seconded by Mr. Wolinsky. The motion passed unanimously. The Board returned to the regular meeting at 6:19 P.M.

It is noted that Attorney Miller left the meeting at this time.

A motion was made by Mr. Konkus, and seconded by Mr. Wolinsky, to approve the Special Counsel's response to the Landfill. The motion passed unanimously.

- B. Mr. Fisher requested Board approval of, and authorization to advertise, the 2022 regular meeting dates, as distributed on November 10, 2021. A motion to approve was made by Mr. Konkus, and seconded by Mrs. McIntyre. The motion passed unanimously.
- C. Mr. Fisher requested ratification of the General Manager's purchase of an upblast roof fan, a drainable blade louver, and a control damper for the Maintenance Building from Pittsburgh Air Systems, Inc., at a cost of \$5,100.00. Mr. Fisher stated that this price includes freight. The cost is based on a quote that Mr. Fisher received, that has a short response period. A motion to approve was made by Mr. Konkus, and seconded by Mr. Wolinsky. The motion passed unanimously.
- D. Mr. Fisher requested Board authorization to advertise a special meeting to be held on Monday, November 22, 2021, at 5:00 P.M., for the purpose of interviewing engineering firms, and for any other business that may come before the Authority Board. A motion to approve was made by Mr. Konkus, and seconded by Mr. McHugh. The motion passed unanimously.

This concluded the General Manager's report.

8. Assistant Manager's Report – Stanley Gorski, Jr.:

- A. Mr. Gorski reported that there were no NPDES violations nor plant by-passes for October 2021.
- B. Average plant flow for the month was 2.9 million gallons per day. Total rainfall was 3.47", with a maximum flow of .86 million gallons on October 29, 2021.
- C. Plant maintenance and preventative maintenance is up to date.
- D. The iron sponge media for the gas scrubber was removed and replaced. The media cleans the waste gas, which enables the boiler system to run with cleaner gas.
- E. The NPDES Permit renewal testing has been completed. Dan Goodwin, of Wade Trim, is currently compiling the report for submission to the PaDEP.
- F. The Authority passed the fourth quarter Whole Effluent Toxicity (WET) Test. All that remains is to submit the Toxic Reduction Evaluation (TRE) report. This should take the Authority out of the TRE, Phase 1, and the Authority will not be required to enter TRE, Phase 2.
- G. The plant employees assisted subcontractor Grable Contracting with the installation of the new Dystor cover. Evoqua completed the installation of the Dystor cover for Digester No. 1. The installation went smoothly. The digester is operating, and the digester is being filled. Both digesters should be fully operational within one month.

This concluded the Assistant Manager's report.

9. Consulting Engineer – Brad Boddy, Wade Trim, Inc.:

Mr. Boddy reviewed his written report dated November 15, 2021.

A. Wet Weather Issues:

- 1. The quarterly report was submitted to the Pennsylvania Department of Environmental Protection (PaDEP).

B. COA-Phase III Project:

- 1. Mr. Boddy requested Board approval of Kukurin Contracting, Inc., Pay Estimate No. 2, for the period ending October 29, 2021, in the amount of \$379,349.17. A motion to approve was made by Mr. Wolinsky, and seconded by Mr. Watson. The motion passed, 7-0, with abstentions by Mr. Konkus, who is an employee of Scott Electric, and Mr. Mace, who is an employee of Stone & Co. Memoranda, signed by Mr. Konkus and Mr. Mace, are attached to these minutes.
- 2. Kukurin has been making progress, and was able to get off of the roadway at the end of last week. Kukurin installed a permanent asphalt base on the road, bringing the pavement up to grade. Kukurin will install a final layer of pavement, next spring. A discussion followed.
- 3. Mr. Boddy reported that restoration along Paintertown Road is temporary.
- 4. Mr. Boddy reported that there are two (2) change orders that were submitted by Kukurin. Mr. Boddy referred to his report, which contains a summary of the potential change orders, which are currently under review. Mr. Boddy stated that the change orders will be submitted to members of the Legal & Engineering Services Committee for review.

C. NPDES Permit Renewal Application:

1. Wade Trim is compiling the test results and preparing the NPDES Permit Renewal application.

D. CCTV-Sewer Inspection: COA-Phase II Project:

1. Mr. Boddy reported that the Authority notified Greenland Construction of defects that were discovered during inspection. Greenland stated that they are currently reviewing the information, and will get back to the Authority. Mr. Boddy stated that Attorney Brad Mellor has indicated that the Authority's requirement was to put Greenland on notice before the bond expired, which the Authority did. Mr. Boddy stated that the next step is to notify Greenland that, if they don't respond within a certain period of time, the Authority will report the defects to the bonding company.

E. TRE:

1. Mr. Boddy reported that the Authority passed its fourth WET test for 2021. The Authority needs to document that ammonia was the toxic compound that caused the failures on the WET tests (in 2020). Wade Trim is compiling the report. Wade Trim submitted to the Authority a draft technical memorandum that looked at PaDEP standards for the nitrification process that the Authority is currently running, and what it means, from a tankage perspective.

F. Switchgear Replacement Project:

1. Mr. Boddy reported that training has been scheduled for the new switchgear. Once the training has been completed, the project may be closed out.

G. Chapter 94 Review:

1. Mr. Boddy reported that Wade Trim completed a Chapter 94 determination for the Wellington Development, located in Penn Township.

H. Landfill Issue:

1. Mr. Boddy reported that Wade Trim has been helping the Authority to coordinate discussions with representatives of the Landfill.

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

10. Solicitor's Report – John Campfield:

A. Mr. Campfield had no report.

Mr. Caroline asked Mr. Campfield if he was retiring as Solicitor for WWMA at the end of 2021. Mr. Campfield stated that he was retiring as Solicitor as of December 31, 2021. Mr. Caroline asked what the procedures were for selecting a new Solicitor. Mr. Campfield stated that he does think that many entities put out a request for proposal (RFP) for Solicitor. Mrs. McIntyre asked Mr. Campfield if he had a recommendation. Mr. Campfield stated that he does not think that it is his place to recommend someone to the Authority. A discussion followed.

11. Reports of Committees:

A. Personnel Committee:

1. The Executive Session will be tabled until later in the evening.

B. Finance and Budget Committee: Dylan Mace:

1. Mr. Mace requested Board approval of a fund transfer listed under Agenda item 11B (1) (a), and investment listed under Agenda Item 11B (1) (b), as follows:

Item 11B (1) (a): Transfer \$124,739.45 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 \$8,431,000.00, providing the interest rate is positive.

Mr. Lapia asked why the amount of the investment was changed. Mrs. Wtorkowski stated that the decision to expend the funds in the Capital Improvement Excess Reserve Fund resulted in an increase in the amount available for investment from the Capital Improvement Fund.

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

2. Mr. Mace requested approval of the 2021 Operating Budget and 2022-2031 Capital Budget, as distributed on October 29, 2021. A motion to approve was made by Mr. Konkus, and seconded by Mr. Gilbert. The motion passed unanimously.

3. Mr. Mace requested that the Board adopt Resolution No. 2021-10, Adopting a Capital Projects Plan, distributed on November 11, 2021. A motion to approve was made by Mr. Wolinsky, and seconded by Mr. Konkus. The motion passed unanimously.

4. Mr. Mace requested Board authorization to not pay the Pennsylvania Department of Labor & Industry Solvency Fee for Relief from Charges in the amount of \$1,650.15. A motion to approve the request was made by Mr. Wolinsky, and seconded by Mr. Konkus. The motion passed unanimously.

This concluded the Finance and Budget Committee report.

- C. Legal and Engineering Services Committee: Kevin McHugh: Mr. McHugh stated that the Executive Session would be tabled until later in the evening. There was no report.

12. Requisitions and PENNVEST Payments:

- A. Mr. Caroline requested Board approval of the following Agenda Items:

- 12A: Approve Capital Improvement Fund Requisition No. 79 Kukurin Contracting, Inc.: \$379,349.17: A motion to approve was made by Mr. Wolinsky, and seconded by Mr. Lapia. The motion passed, 7-0, with abstentions by Mr. Konkus, who is an employee of Scott Electric, and by Mr. Mace, who is an employee of Stone & Co. Memoranda, signed by Mr. Konkus and Mr. Mace, are attached to these minutes.
- 12B: Approve Capital Improvement Fund Requisition No. 80, in the approximate amount of \$30,601.52, less interest earnings on Capital Improvement Excess Reserve Fund for through 11/15/21: A motion to approve was made by Mr. Wolinsky, and seconded by Mr. Konkus. The motion passed unanimously.
- 12C: Approve Capital Improvement Excess Reserve Fund Requisition No. 1, in the approximate amount of \$163,804.95, plus interest earnings on Capital Improvement Excess Reserve Fund through 11/15/21: A motion to approve was made by Mr. Konkus, and seconded by Mr. Wolinsky. The motion passed unanimously.

13. Board Member Comments: None

14. Executive Session:

A motion to go into executive session to discuss personnel matters, an item under the Legal & Engineering Services Committee, and anything else that may be needed in Executive Session was made by Mrs. McIntyre, and seconded by Mr. Konkus. The motion passed unanimously. The executive session began at 6:44 P.M.

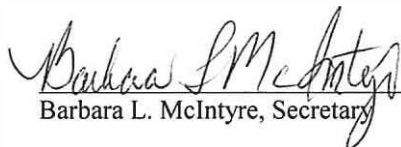
It is noted that Mr. Boddy left the meeting at this time, and did not return after the Executive Session ended.

A motion to return to the regular order of business was made by Mr. Konkus and seconded by Mr. Wolinsky. The motion passed unanimously. The Board returned to the regular meeting at 7:18 P.M. Items discussed during the Executive Session were matters of personnel regarding posting a position for Plant Operator and acceptance of the resignation of the Administrative Assistant, and a matter regarding Engineering Services.

11. Reports of Committees (Out of Order)

- A. A motion was made by Mr. Lapia, and seconded by Mr. Wolinsky, to add one (Plant) Operator position per the Collective Bargaining Agreement, and post the position. The motion passed unanimously.
- B. A motion was made by Mr. Lapia, and seconded by Mr. Wolinsky, to accept the resignation of the Administrative Assistant (Karen R. Steiner), effective November 19, 2021. The motion passed unanimously.

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 7:22 P.M.


Barbara L. McIntyre, Secretary

MEMORANDUM

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

FROM: Charles T. Konkus
DATE: November 15, 2021

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. 377, Scott Electric, in the amount of \$417.42.



(Member's Signature)

MEMORANDUM

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

FROM: Charles T. Konkus

DATE: November 15, 2021

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 purchases made by Kukurin Contracting, Inc., contractor for the COA-Phase III Project

Subject to be acted upon:

Approve pay estimate No. 2, as submitted by Kukurin Contracting, Inc., for the period ending October 29, 2021, in the amount of \$379,349.17.



(Member's Signature)

MEMORANDUM

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

FROM: Charles T. Konkus

DATE: November 15, 2021

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 Kukurin Contracting, Inc. for the COA-Phase III Project

Subject to be acted upon:

Approve Capital Improvement Fund Requisition No. 79, Kukurin Contracting, Inc., and authorize submission to PENNVEST, in the amount of \$379,349.17.



(Member's Signature)

Western Westmoreland Municipal Authority
Assistant Manager's Report
November 15, 2021 Board Meeting
Monthly Maintenance Report For:
October 2021

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 Serpentix Conveyor & Tray
- Test Emergency Shower/Eyewash Stations
- Check/Replace all MCC's, RTU's, Drives and Centrifuge Panel Filters

General Plant Maintenance:

- Replaced gas scrubber media for gas cleansing before feeding boiler units
- Completed all plant HVAC unit maintenance AC, Heaters, Exhaust Fans, Louvers, Forced Air Fans, Dampers
- Pumped down and hosed out all plant sump pumps
- Cleaned existing plant and new pump station wet well level transducers
- Complete maintenance performed on Duperon Screen Flex Rakes and Compactors
- Checked and repaired final clarifier scraper mechanisms
- Complete maintenance performed on primary drive #1 and #2
- Replaced pump packing on secondary scum pump
- Bump tested all H₂S and O₂ gas sensors
- Complete maintenance performed on all Air Handling Units
- Complete maintenance performed on Aeration Sluice gates
- Installed new headlights on 2011 Tahoe
- Oil change and maintenance performed on WAS #1 pump and motor
- Installed new rain gauge – Manor
- Pressure washed and sealed concrete – control building, new pump station, lab entrance and sidewalk
- Sealed multiple holes in brick of buildings
- Assisted Graywolf with install of Dystor cover #1
- Working on interior lights in control building and finished final clarifier pipe gallery lighting



Western Westmoreland Municipal Authority
ENGINEERS REPORT

November 15, 2021

Major engineering activities for the month are summarized below:

WET WEATHER ISSUES

- *COA / LTCP / CAP / TAPR:*
 - Submitted 3rd Quarter -Quarterly report to DEP
 - Upcoming Critical Dates:
 - Quarterly Report to DEP by January 30, 2021

COA IMPROVEMENT PROJECT PHASE 3

- Continued shop drawing and RFI coordination.
- In person Construction Meetings held 10/27 and 11/9.
- Removed 15 LF of PVC piping, and 1,845 LF of ACP piping
- Removed 11 existing manholes, and discontinued use of 1 existing manhole
- Installed 538 LF of 18" PVC piping, 1,367 LF of 15" PVC piping, 4 LF of 8" PVC piping, 102 LF of 6" PVC pipe
- Completed 2 municipal connections, installed 3 18" wyes, and installed 6 15" wyes
- 155 LF of concrete encasement completed.
- 133.40 VF of 48" manhole was installed.
- 2 storm inlets were removed and replaced.
- 474.36 SY of full depth asphalt pavement was completed.
- 310 LF of Type 3 Streambank Stabilization was completed., and 190 SY of wetlands were placed.
- Installed up through RPT-22 as of 11/10/21.
- Installing permanent base pavement through RPT22 the week of November 8, 2021. Final paving to be completed in spring along with final restoration.
- Evaluation of change request proposals.

NPDES PERMIT

- Received all testing data from WWMA
- Started compiling NPDES permit renewal application

CCTV OF BUSHY RUN (PHASE 2 COA IMPROVEMENT PROJECT)

- Received call and letter from Greenland pushing back on repairs.
- Provided response letter to Greenland.

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

412.454.5566
412.454.9001 fax
www.wadetrim.com

- Waiting on response from Greenland.

TRE

- Provided TM detailing high level evaluation of future WWTP upgrades to meet DEP standards for nitrification.
- Started compiling TRE report based on final NPDES permit sampling data.

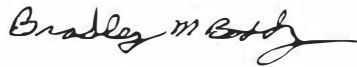
SWITCHGEAR PROJECT

- Punch list coordination

MISC

- Completed Chapter 94 determination for the Wellington development (62 EDUs)
- Coordination with WWMA regarding developing response to Valley Landfill

Respectfully Submitted,
WADE TRIM, INC.



Bradley M. Boddy, PE
Project Manager

The Western Westmoreland Municipal Authority
 COA Improvement Project - Phase III
 Bushy Run, Paintertown, & Manor Sewer Interceptor Upgrades



Construction Status Report

Report Period: November-21

Prepared By: BJB
 Date: Nov 10, 2021

Total Days: 730
 Days Expended: 135
 Days Remaining: 595

Construction Start Date: May 19, 2021
 Construction Completion Date: May 19, 2023

Contract	Contract Award	B Approved Change Orders	C=(A+B) Current Contract Amount	D Value of Work Completed to Date	E=(D/C) Percent Complete	F=100-E Percent Remaining	F=(B/C) Percent Change Orders
Kukurin Contracting, Inc.	\$ 4,744,447.00	\$	\$ 4,744,447.00	\$ 707,598.34	15%	85%	0%

Retainage: 10% \$ 70,759.83
 Net Amount Earned to Date: \$ 636,838.51
 Previous Payments: \$ 257,489.34
Balance Due This Pay Period: \$ 379,349.17

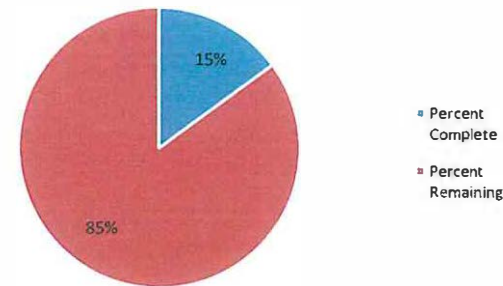
Balance to Finish Plus Retainage: \$ 4,107,608.49

COMMENTS:
Work Completed This Period:
 - Removed 15 LF of PVC piping, and 1,845 LF of ACP piping
 - Removed 11 existing manholes, and discontinued use of 1 existing manhole
 - Installed 538 LF of 18" PVC piping, 1,367 LF of 15" PVC piping, 4 LF of 8" PVC piping, 102 LF of 6" PVC pipe
 - Completed 2 municipal connections, installed 3 18" wyes, and installed 6 15" wyes
 - 155 LF of concrete encasement completed.
 - 133.40 VF of 48" manhole was installed.
 - 2 storm inlets were removed and replaced.
 - 474.36 SY of full depth asphalt pavement was completed.
 - 310 LF of Type 3 Streambank Stabilization was completed., and 190 SY of wetlands were placed.

- Total Number of Construction Meetings: (9)
 (6) Virtual Check-ins, (1) Preconstruction, (4) Construction Progress Meetings
 (2) Construction Meetings in October

- Total Number of Inspector Days: (22)

Project Status



Western Westmoreland Municipal Authority
 COA Improvement Project - Phase III
 Change Order Summary



Kukurin Contracting, Inc.
 Current Contract Amount w/ Approved Change Orders: \$ 4,744,447.00

Note: Items in bold have been completed.

CO No.	CPR No.	Change Order Description	Approved		Pending		Comment
			Add	Deduct	Add	Deduct	
	01	Paintertown Rd - Remove Drop From Existing MH RPT-2			\$ 2,133.12		Currently under review & negotiations with Contractor. Originally \$4,383.01.
	02	Davis Bacon Wage Rate Modification			\$ 53,228.28		Currently under review & negotiations with Contractor
	03	Additional Paving between MHs 9 & 10			\$ 6,055.07		Coordinated with Contractor. Change Proposal Request rejected, it is the Contractor's responsibility to repair and damage that occurs outside of trench line.

TOTAL \$ 55,361.40 \$
 TOTAL Approved as % of Contract Value: 0.00%
 TOTAL Approved & Pending as % of Contract Value: 1.17%