

WESTERN WESTMORELAND MUNICIPAL AUTHORITY

REGULAR MONTHLY MEETING – FEBRUARY 17, 2022

The Board of Directors of the Western Westmoreland Municipal Authority held a regular monthly and annual reorganizational meeting on Thursday, February 17, 2022 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. Charles Gilbert	Mr. Charles Konkus
Mr. Joseph Lapia	Mr. Dylan Mace	Mr. Kevin McHugh
Mrs. Barbara McIntyre	Mr. Tim Watson	Mr. Mark Wolinsky

Board Member who attended virtually, through Microsoft Teams:

Mr. Mike Faccenda

Others in Attendance:

Mr. Brad Boddy, Consulting Engineer, Wade Trim  
Mr. Matthew Racunas, Racunas Law Group, LLC, Newly-appointed Solicitor  
Mr. Chad Hanley, Herbert, Rowland & Grubic, Inc., Newly-appointed Consulting Engineer  
Ms. Liz Lackey, Herbert, Rowland & Grubic, Inc., Newly-appointed Consulting Engineer  
Ms. Anna Barr, Herbert, Rowland & Grubic, Inc.  
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 and moment of silence for troops overseas.

3. Annual Reorganization:

A. Appointment of Officers:

Mr. Caroline turned the meeting over to Authority Vice-Chairman Charles Konkus for the annual reorganization.

1. Nomination of Chairman:

Mr. Konkus called for nominations for the office of Chairman. Mr. Lapia nominated Stanley J. Caroline, Jr., and Mr. Faccenda seconded the nomination. There were no other nominations. The motion to appoint Mr. Caroline as Chairman passed unanimously.

Mr. Caroline thanked the Board for the appointment.

Mr. Konkus then turned the meeting over to Chairman Caroline.

2. Nomination of Vice-Chairman:

Mr. Caroline called for nominations for the office of Vice-Chairman. Mrs. McIntyre nominated Charles T. Konkus, and Mr. Mace seconded the nomination. Mr. Faccenda nominated Charles Gilbert. There was no second to the nomination of Mr. Gilbert, as it was not required. There were no other nominations. A roll-call vote was requested for appointment of Mr. Konkus as Vice-Chairman.

Mr. Caroline – yes	Mr. Faccenda – no	Mr. Gilbert – yes
Mr. Konkus – yes	Mr. Lapia – no	Mr. Mace – yes
Mr. McHugh – yes	Mrs. McIntyre – yes	Mr. Watson – yes
Mr. Wolinsky – yes		

The motion to appoint Mr. Konkus as Vice-Chairman passed, 8-2.

Mr. Konkus thanked the Board for the appointment.

3. Nomination of Secretary:  
Mr. Caroline called for nominations for the office of Secretary. Mr. Konkus nominated Barbara L. McIntyre, and Mr. Wolinsky seconded the nomination. There were no other nominations. The motion to appoint Mrs. McIntyre as Secretary passed unanimously.

Mrs. McIntyre thanked the Board for the appointment.

4. Nomination of Treasurer:  
Mr. Caroline called for nominations for the office of Treasurer. Mr. Konkus nominated Howard T. (Tim) Watson, and Mr. Wolinsky seconded the nomination. There were no other nominations. The motion to appoint Mr. Watson as Treasurer passed unanimously.

Mr. Watson thanked the Board for the appointment.

5. Nomination of Assistant Secretary-Treasurer:  
Mr. Caroline called for nominations for the office of Assistant Secretary-Treasurer. Mrs. McIntyre nominated Johanna Wtorkowski, and Mr. Watson seconded the nomination. There were no other nominations. The motion to appoint Johanna Wtorkowski as Assistant Secretary-Treasurer passed unanimously.

Mrs. Wtorkowski thanked the Board for the appointment.

- B. Appointment of Solicitor:  
Mr. Caroline called for nominations for appointment of Solicitor. Mr. Lapia nominated Racunas Law Group, LLC, and Mr. Konkus seconded the motion. There were no other nominations. The motion to appoint Racunas Law Group, LLC as Solicitor passed unanimously.

Mr. Racunas thanked the Board for the appointment.

- C. Appointment of Consulting Engineer:  
Mr. Caroline called for nominations for appointment of Consulting Engineer. Mr. Watson nominated Herbert, Rowland & Grubic, Inc. (HRG), and Mr. Mace seconded the motion. There were no other nominations. The motion to appoint HRG as Consulting Engineer and authorize the General Manager to sign the Engineering Services Contract, passed unanimously.

Mr. Hanley thanked the Board for the appointment.

- D. Appointment of Auditor:  
Mr. Caroline called for nominations for appointment of Auditor. Mr. Konkus nominated Opst & Associates, LLC, and Mr. Lapia seconded the motion. There were no other nominations. The motion to appoint Opst & Associates as Auditor passed unanimously.

- E. Appointment of Trustee:  
Mr. Caroline called for nominations for appointment of Trustee. Mrs. McIntyre nominated U.S. Bank, and Mr. Mace seconded the motion. There were no other nominations. The motion to appoint U.S. Bank as Trustee passed unanimously.

- F. Appointment of Bond Counsel:  
Mr. Caroline called for nominations for appointment of Bond Counsel. Mr. Konkus nominated Clark Hill PLC, and Mr. McHugh seconded the motion. There were no other nominations. The motion to appoint Clark Hill PLC as Bond Counsel passed unanimously.

- G. Appointment of Bond Servicing Agent/Financial Advisor:  
Mr. Caroline called for nominations for appointment of Bond Servicing Agent/Financial Advisor and approve the Municipal Advisory Agreement and annual fee in the amount of \$1,200.00. Mr. Wolinsky nominated CIM Investment Management, Inc., and Mrs. McIntyre seconded the motion. There were no other nominations. The motion to appoint CIM Investment Management, Inc. as Bond Servicing Agent/Financial Advisor and approve the Municipal Advisory Agreement and annual fee in the amount of \$1,200.00 passed unanimously.

H. Appointment of Depositary:

Mr. Caroline called for nominations for appointment of Depositary. Mr. Watson nominated First National Bank, and Mr. Gilbert seconded the motion. There were no other nominations. The motion to appoint First National Bank as Depositary passed unanimously.

I. Mr. Caroline appointed the committee members as follows:

The committee members are listed below:

Legal & Engineering Services Committee:

Charles Gilbert  
Mark Wolinsky  
Kevin McHugh

Finance & Budget Committee:

Dylan Mace  
Howard T. (Tim) Watson  
Charles Konkus

Personnel Committee:

Joseph Lapia  
Barbara McIntyre  
Mike Faccenda

Mr. Caroline stated that the committee members will elect the committee chairs at the first committee meeting following the Authority's annual reorganization.

4. Public Comments: None

5. Communications:

- A. Mr. Caroline reminded those in attendance that the Commonwealth of Pennsylvania State Ethics Commission Statements of Financial Interests for 2021 are due to the Authority office on or before May 1, 2022.
- B. Mr. Caroline stated that the PMAA Board Member Training session is scheduled for Friday, March 18, 2022, at the Doubletree Pittsburgh, in Mars, Pennsylvania. Mr. Caroline asked that anyone who is interested in attending the session contact Mr. Fisher, Mr. Gorski, or Mrs. Wtorkowski.
- C. Mr. Caroline stated that the PWEA PennTec Conference is scheduled for June 5-8, 2022, at the Penn Stater Convention Center, in State College, Pennsylvania. Mr. Caroline asked that anyone who is interested in attending the conference contact Mr. Fisher, Mr. Gorski, or Mrs. Wtorkowski.
- D. Mr. Caroline referred to a farewell letter that was received from Mr. Brad Boddy. Mr. Caroline thanked Mr. Boddy for his many years of service to the Authority, stating that he learned a lot from Mr. Boddy, and appreciated his service.

6. Secretary's Report: Barbara McIntyre:

- A. Mrs. McIntyre requested the approval of the minutes for the regular meeting of January 20, 2022. A motion to approve was made by Mr. Wolinsky, and seconded by Mr. McHugh. The motion passed, 8-0, with abstentions by Mr. Gilbert and Mrs. McIntyre, who did not attend the meeting.

This concluded the Secretary's Report.

7. Treasurer's Report – Tim Watson:

Mr. Watson requested the approval of the following requisitions:

- A. Revenue Fund Requisition No. 385: Scott Electric: \$1,533.42: A motion to approve was made by Mr. Wolinsky, and seconded by Mr. Gilbert. 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. 386: \$209,669.21: A motion to approve was made by Mr. Konkus, and seconded by Mr. Wolinsky. The motion passed unanimously.

This concluded the Treasurer's report.

8. General Manager's Report – Kevin Fisher:

- A. Mr. Fisher requested Board authorization for the Authority to apply for a Visa credit card with no annual fee, a ScoreCard Rewards program, and a \$25,000.00 limit to be shared by all cardholders, with the following authorized cardholders: General Manager, Assistant Manager, and Finance Director/Assistant Secretary-

Treasurer, and to close out the Authority's American Express account once all automatic payment schedules via credit card have been transferred to the new Visa account. A motion to approve was made by Mr. Lapia, and seconded by Mr. Konkus. The motion passed unanimously.

- B. Mr. Fisher requested Board authorization to purchase replacement exhaust fans and louvers for the Maintenance Building and Sludge Processing Building from Pittsburgh Air Systems, at a cost of \$4,345.00, including freight. This purchase will finish the replacement of all of the original exhaust fans and louvers from 1976. A motion to approve was made by Mr. McHugh, and seconded by Mr. Wolinsky. The motion passed unanimously.
- C. Mr. Fisher requested Board authorization for Authority Foreman Michael Diana and any interested Board Member to attend the PennTec 2022 93<sup>rd</sup> Annual Technical Conference & Exhibition from June 5-8, 2022, at the Penn Stater Conference Center in State College, Pennsylvania. A motion to approve was made by Mrs. McIntyre, and seconded by Mr. Watson. Mr. Lapia asked what the cost of the conference was. Mr. Fisher stated that the hotel room cost is \$132.00 per night, and the registration fee is \$500.00. Mr. Lapia asked if the Authority has offered to send the Assistant Foreman. Mr. Fisher stated that the Authority has not previously sent the Assistant Foreman to the PennTec Conference. Mr. Fisher stated that the Assistant Foreman usually attends local conferences. The motion passed unanimously.
- D. Mr. Fisher requested Board authorization for Solicitor Matt Racunas to prepare a Resolution (No. 2022-02) recognizing the service of retired Authority Solicitor John M. Campfield, and a Resolution (No. 2022-03) recognizing the service of Attorney William S. Ferraro, both of Campfield & Ferraro. Mr. Fisher stated that Campfield & Ferraro was appointed as Solicitor on February 18, 1987. Mr. Lapia suggested that a letter of recognition also be sent to Mr. Campfield's secretary, Jamie Romagnoli. A motion to approve was made by Mr. Wolinsky, and seconded by Mr. Lapia. The motion passed unanimously.
- E. Mr. Fisher requested that the Board ratify the actions of the General Manager in directing Herbert, Rowland & Grubic, Inc. (HRG) to begin preparing a response to the PaDEP's February 9, 2022 letter, prior to HRG's appointment as WWMA's Consulting Engineer and commencement of their March 1, 2022 General Services Agreement. A motion to approve was made by Mr. Lapia, and seconded by Mr. Konkus. The motion passed unanimously.
- F. Mr. Fisher reported that the Authority will be replacing one of the Final Clarifier scum pumps. Mr. Fisher received a quote for a new pump, at a cost of \$18,750.00, versus a repair cost of \$10,191.00. Mr. Fisher will present this item for Board approval at the March 17, 2022 regular meeting. Mr. Lapia asked if the pricing was COSTARS pricing. Mr. Fisher stated that the quote was a COSTARS price.

This concluded the General Manager's report.

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

- A. Mr. Gorski reported that there were NPDES violations for January and February 2022. There were no plant by-passes during January. Average plant flow was 3.78 mgd. Maximum flow was 9.19 mgd. On January 1, 2022, 476,000 of sewage was pumped into the equalization tank, due to over 1" of rainfall.
- B. Plant maintenance and preventative maintenance is up to date.
- C. Plant employees replaced four return activated sludge plug valves and four activated sludge check valves in the Final Clarifier. Mr. Gorski commended the plant employees on the work. Mr. Gorski reported that the baffles on Final Clarifier #2 were repaired.
- D. From February 2-3, 2022, the plant had 1.5" of rainfall, along with snow melt, at which time 5.4 million gallons of sewage were pumped into the equalization tank. At one point, the plant was pushing 32 million gallons: 15 million gallons at the plant, and 17 million gallons to the equalization tank.
- E. Mr. Gorski reported that the plant has returned to a nitrite lock for the first time in two-three years. Operational changes were made, and, as of today, Mr. Gorski is starting to see chlorine residuals. There will be fecal coliform violations for geometric mean for the months of January and February 2022. The fine for geometric mean violations is \$250.00 per month.
- F. Mr. Gorski reported that newly promoted Plant Operator Jayson Arnold is training with lab personnel and the Authority's Plant Operator. Mr. Gorski prepared a training guide, which Mr. Arnold has been following. The goal is for Mr. Arnold to complete the proficiency tests (PT) within four to six months. Mr. Arnold must pass the PT within six months. Mr. Gorski stated that Mr. Arnold is doing a good job. Mr. Arnold is also working with maintenance personnel, as the work all ties together.
- G. Mr. Gorski reported that the price of one-ton chlorine cylinders has increased from \$965.00 to \$2,500.00. Mr. Gorski received a price of \$3,850.00 per ton, from another vendor. A brief discussion followed. Mrs. Wtorkowski stated that the budget includes a cushion, as reimbursements from the Landfill were not included in the budget figures. Mr. Fisher stated that electric costs will also be rising, as the Authority was assessed a demand charge for exceeding limits for two months in a row. The demand charges will remain in effect for a period of one year. Mr. Fisher stated that the electric and natural gas agreements expire in 2022, and he

stated that the Authority may need to enter into a short-term contract, until the rates stabilize. A brief discussion followed.

- E. Mr. Gorski reported that the NPDES pre-test survey regarding pollutants was distributed to the Board. Mr. Fisher and Mr. Gorski are working with HRG on this issue.

This concluded the Assistant Manager's report.

10. Consulting Engineer

A. Brad Boddy, Wade Trim:

Mr. Boddy reviewed his written report dated February 17, 2022.

1. Wet Weather Issues:
  - a. The quarterly report is due in April 2022.
2. COA-Phase III Project:
  - a. Mr. Boddy requested Board approval and submission to PENNVEST of Pay Estimate No. 5, in the amount of \$103,679.29, as submitted by Kukurin Contracting, Inc., for the period ending January 28, 2022. A motion to approve was made by Mr. Wolinsky, and seconded by Mr. McHugh. The motion passed, 8-0, 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.
  - b. Mr. Boddy provided an update on the COA-Phase III Project, stating that the contractor completed the installation of pipe in the Paintertown Interceptor, and will complete the CCTV inspection of the interceptor and final restoration of the road, in the spring. The contractor has transitioned to the Bushy Run Interceptor, where they are starting to layout bypass pumping and work on clearing and grubbing. Pipe installation will begin within the next few weeks.
3. CCTV-Sewer Inspection: COA-Phase II Project:
  - a. Mr. Boddy reported that Greenland Construction has completed the repairs and televised the lines, but they refused to do a final video inspection of the interceptor. Mr. Boddy stated that Greenland was notified that the final video inspection must be completed, before the Authority will accept the repairs. A discussion followed. The Board instructed the Solicitor to send a certified demand letter, giving the contractor ten days in which to respond.
4. NPDES Permit Renewal:
  - a. Mr. Boddy reported that the NPDES Permit Renewal application was submitted to the PaDEP. The Authority received a pre-draft permit survey letter from the PaDEP. The Authority is currently evaluating how to respond to the letter.
5. Toxic Reduction Evaluation (TRE) Report:
  - a. Mr. Boddy reported that the TRE Report was submitted to the PaDEP. The Authority is waiting for a response from the PaDEP.
6. Penn Township Sewage Authority Extended Service Area (Fourth Amendment to the Service Agreement) Quarterly Tap Fee Calculation:
  - a. Mr. Boddy reported that Wade Trim has updated the quarterly tap fee calculation for the Penn Township Extended Service.

The Board thanked Mr. Boddy for his service to the Authority.

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

B. Chad Hanley, HRG:

Mr. Hanley reviewed his written report dated February 16, 2022.

1. Mr. Hanley referred to his Engineer's report, which was distributed to the Board, this afternoon. Mr. Hanley reported that a kick-off meeting was held, last week.
2. Local Shared Account Statewide Grant Application (LSAS) and Applicable Resolution:
  - a. Mr. Hanley stated that the LSAS grant was previously available for counties in which gaming facilities were located, but the State has recently opened up the eligibility to municipalities and authorities. Mr. Hanley stated that there will be a lot of competition for the funds. Mr. Hanley stated that Mr. Fisher and HRG have identified a potential project that they have named the Instrumentation and Process Improvement Project, which would be suited to this grant. The project would pull together any remaining work on the SCADA system and the instrumentation process. The scope of the work is not yet detailed, but HRG could submit a grant application prior to the March 15, 2022 deadline, and work out the details, later. Mr. Hanley stated that the Board would need to approve a Resolution authorizing the submission of the application. There is no matching requirement for this grant. Mr. Hanley stated that there is also an Act 13 Plan, which requires an approved task activity report, but the work may not be started, prior to approval. Mr. Hanley stated

that HRG has been very successful with this grant, because there are very few applicants. A discussion followed. Mr. Racunas stated that, if the amount is not known, this evening, the Board could ratify the action to apply for the grant at the March 17, 2022 meeting. After discussion, it was decided that the Authority should apply for a \$300,000.00 grant. A motion was made by Mr. Wolinsky, and seconded by Mr. Konkus, to approve Resolution No. 2022-01 authorizing HRG to apply for a Local Shared Account Statewide Grant (LSAS) in the amount of \$300,000.00, and to authorize payment of the \$100.00 application fee. The motion passed unanimously.

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

11. Solicitor's Report – Matt Racunas: There was no Report.

12. Executive Session:

A motion to go into executive session to discuss construction project-related items, legal and engineering items, and matters of potential litigation, was made by Mr. Lapia, and seconded by Mr. Mace. Mr. Konkus asked why the Executive Session was moved to this position on the agenda. Mr. Fisher stated that the placement was moved to accommodate the changes to the Sunshine Law. Mr. Racunas recommended that the placement should be returned to the end of the meeting, stating that any additions to the agenda would have to be handled with a motion from the Board, anyway. Mr. Wolinsky stated that the consultants would be able to leave the meeting when the Executive Session begins, if the session is moved to the end of the meeting. The Executive Session will be returned to its original placement on future agendas. The motion passed unanimously. The executive session began at 6:58 P.M.

A motion to return to the regular order of business was made by Mr. Lapia and seconded by Mr. McHugh. The motion passed unanimously. The Board returned to the regular meeting at 7:13 P.M. The items discussed were personnel matters.

13. Reports of Committees:

A. Personnel Committee: Mike Faccenda: There was no report.

B. Finance and Budget Committee: Dylan Mace:

1. Mr. Mace requested Board approval of fund transfer listed under Agenda item 13B (1) (a), and investment listed under Agenda Item 13B (1) (b), as follows:

Item 13B (1) (a): Transfer \$125,062.25 from the Revenue Fund to the PENNVEST Account, *and*  
Item 13B (1) (b): Purchase a Capital Improvement Fund one-month United States Treasury Bill, in the amount of \$6,975,000.00, providing the interest rate is positive.

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

This concluded the Finance and Budget Committee report.

C. Legal and Engineering Services Committee: Kevin McHugh: There was no report.

14. Requisitions and PENNVEST Payments:

Mr. Caroline requested Board approval of the following Requisitions:

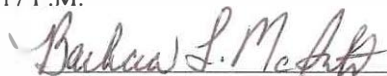
A: Approve Capital Improvement Fund Requisition No. 85, in the amount of \$30,531.64: A motion to approve was made by Mr. Wolinsky, and seconded by Mr. McHugh. The motion passed unanimously.

B: Approve PENNVEST, Loan No. 75375, COA-Phase III Project, Requisition No. 2, and authorize submission to PENNVEST: \$103,679.29: A motion to approve was made by Mrs. McIntyre, and seconded by Mr. Wolinsky. The motion passed, 8-0, 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.

15. Board Member Comments:

A. Mr. Wolinsky thanked Mr. Boddy for his years of service to the Authority, as did several other Board Members.

16. 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 7:17 P.M.

  
Barbara L. McIntyre, Secretary

**MEMORANDUM**

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

FROM: Charles T. Konkus

DATE: February 17, 2022


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. 385, Scott Electric, in the amount of \$1,533.42.

  
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(Member's Signature)

**MEMORANDUM**

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

FROM: Charles T. Konkus

DATE: February 17, 2022

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:

Approval and submittal to PENNVEST of Pay Estimate No. 5 in the amount of \$103,679.29, as submitted by Kukurin Contracting, Inc., for the period ending January 28, 2022.

  
\_\_\_\_\_  
(Member's Signature)



**MEMORANDUM**

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

FROM: Charles T. Konkus

DATE: February 17, 2022

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 PENNVEST, Loan No. 75357, COA-Phase III Project, Requisition No. 2, and authorize submission to PENNVEST, in the amount of \$103,679.29.



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(Member's Signature)

**MEMORANDUM**

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

FROM: Dylan Mace

DATE: February 17, 2022

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 Stone & Co., a supplier of purchases made by Kukurin Contracting, Inc., contractor for the COA-Phase III Project

Subject to be acted upon:

Approval and submittal to PENNVEST of Pay Estimate No. 5 in the amount of \$103,679.29, as submitted by Kukurin Contracting, Inc., for the period ending January 28, 2022.

  
\_\_\_\_\_  
(Member's Signature)

**MEMORANDUM**

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

FROM: Dylan Mace

DATE: February 17, 2022

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 Stone & Co., a supplier of purchases made by the Authority for the COA-Phase III Project

Subject to be acted upon:

Approve PENNVEST, Loan No. 75357, COA-Phase III Project, Requisition No. 2, and authorize submission to PENNVEST, in the amount of \$103,679.29.

  
\_\_\_\_\_  
(Member's Signature)

# Western Westmoreland Municipal Authority

## Assistant Manager's Report February 17, 2022 Board Meeting Monthly Maintenance Report January 2022

### Weekly Plant Maintenance: (Performed Every Week)

- Gas Purifier Inlet & Outlet H<sub>2</sub>S 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:

- Aeration basin Dissolved Oxygen sensor checks/cleaning
- Troubleshoot aeration basin Dissolved Oxygen sensor tank #2
- Complete maintenance performed on all plant sump pumps
- Complete maintenance performed on Wemco sludge transfer pumps
- Troubleshoot and repair HVAC units in grit building
- Complete odor control unit maintenance completed on OCS #1, #2, #3 and #4
- Drained, cleaned and completed maintenance on Primary Tank #1
- Installed new touch screen in sludge processing building RIO-1
- Alarm check completed on RAW sewage bypass meter
- Serpentix conveyor maintenance and oil change completed
- 2020 PeterBuilt – State inspection completed
- Complete maintenance completed on centrifuge gear box and motors
- 2021 Chevy 2500 – rust proofing inspection completed
- Emergency eye wash checks and maintenance completed
- Bump test Drager gas sensor
- Complete maintenance performed on Mag Hydroxide mixer
- Complete maintenance performed on all plant air compressors
- Complete maintenance performed on all plant garage doors
- Installed a new battery in Skylift
- Installed a new remote thermostat in MUA #1
- Installed new plug valves and check valves in all 4 RAS pumps – this took many hours of prep work, & tank drainage
- Built and installed new railing around the new PS influent diversion box
- Went through all plant RTU's – mounted PCs, battery back ups and cleaned up wiring
- Repaired and secured baffles on final clarifier #2



Western Westmoreland Municipal Authority  
**ENGINEERS REPORT**

February 17, 2022

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Major engineering activities for the month are summarized below:

**WET WEATHER ISSUES**

- *COA / LTCP / CAP / TAPR:*
  - Upcoming Critical Dates:
    - Quarterly Report to DEP by April 30, 2022

**COA IMPROVEMENT PROJECT PHASE 3**

- *Change Orders:*
  - None
- *Payment Requests:*
  - We are recommending approval and submittal to PENNVEST of Payment Requisition No. 5 in the amount of \$103,679.29 as submitted by Kukurin Contracting, Inc. for the period ending January 28, 2022.
- Continued shop drawing and RFI coordination
- In person Construction Meetings held on 1/18
- Paintertown sewer construction complete
  - Mandrel testing and CCTV to be completed in Spring along with final restoration
- Removed 880 LF of ACP piping & 5 existing manholes.
- Installed 527 LF of 15" PVC piping (type A) & 353 LF of 15" PVC Piping (type B), and 62 LF of 8" PVC piping installed.
- Completed 3 municipal connections and installed 3 15" wyes.
- 52.42 VF of 48" manhole was installed and 3 VF of 8" drop connection was installed.
- 300 LF of streambank stabilization - Type 3 was completed.
- Coordinated with DEP regarding approval of Change Orders 1 and 2
- Evaluating realignment of Bushy Run between RBR12 and RBR14
- See attached Progress Report

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

412.454.5566  
412.454.9001 fax  
[www.wadetrim.com](http://www.wadetrim.com)

### **CCTV OF BUSHY RUN (PHASE 2 COA IMPROVEMENT PROJECT)**

- Coordination with Greenland Contracting regarding required repairs.
- Send email to Tim Greenland stating that Greenland Contracting is required to come back out and conduct final video of repair work in order for WWMA to accept the repair work.
- No response from Greenland Contracting

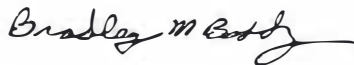
### **NPDES PERMIT**

- Received Pre-Draft Permit Survey for Toxics Pollutants from DEP
- Reviewed sampling results from WWMA against proposed limits for various pollutants

### **MISC**

- Submitted quarterly report to DEP on February 1, 2022
- Developed WWMA System Map
- Completed Grand View WCHA Chapter 94 Determination

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:** January-22

Prepared By: BJB  
 Date: Feb 8, 2022

Total Days: 730  
 Days Expended: 258  
 Days Remaining: 472

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	\$ 51,250.79	\$ 4,795,697.79	\$ 2,622,149.71	55%	45%	1%

Retainage: 5% \$ 131,107.50  
 Net Amount Earned to Date: \$ 2,491,042.21  
 Previous Payments: \$ 2,387,362.92  
**Balance Due This Pay Period: \$ 103,679.29**

**Balance to Finish Plus Retainage: \$ 2,304,655.58**

**COMMENTS:**

**Work Completed This Period:**

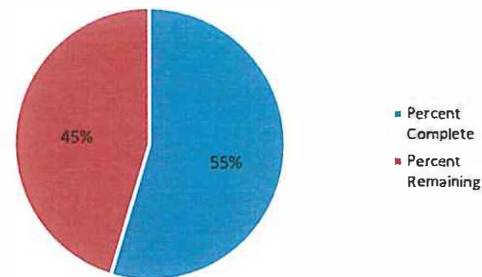
- Removed 880 LF of ACP piping & 5 existing manholes.
- Installed 527 LF of 15" PVC piping (type A) & 353 LF of 15" PVC Piping (type B), and 62 LF of 8" PVC piping installed.
- Completed 3 municipal connections and installed 3 15" wyes.
- 52.42 VF of 48" manhole was installed and 3 VF of 8" drop connection was installed.
- 300 LF of streambank stabilization - Type 3 was completed.

Change Order no. 2 - Wage Rate Increase was incorporated on this payment application. 47.14% of Interceptor Work (30", 18" & 15") is complete.

- Total Number of Construction Meetings:  
 (6) Virtual Check-ins after bid during pipe shortage, (1) Preconstruction, (8) Construction Progress Meetings  
 (2) Construction Meeting in January

- Total Number of full Inspector Days: 69.5, 14 in December

**Project Status**



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



Kukurin Contracting, Inc.

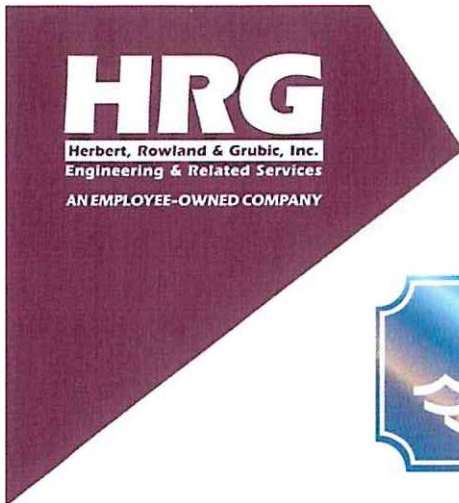
Current Contract Amount w/ Approved Change Orders: \$ 4,795,697.79

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	\$ 1,972.45				Originally \$4,383.01, negotiated to \$2,133.12 and then \$1,972.45. Incorporated on Change Order No. 1, Approved at Board Meeting on 12.16.2021.
	02	Davis Bacon Wage Rate Modification	\$ 49,278.34				Originally \$53,228.28, negotiated to \$49,278.34. Incorporated on Change Order No. 2, Approved at Board Meeting on 12.16.2021.
	03	Additional Paving between MHs 9 & 10			\$ <del>6,055.07</del>		Coordinated with Contractor. Change Proposal Request rejected, it is the Contractor's responsibility to repair and damage that occurs outside of trench line.

**TOTAL** \$ 51,250.79 \$ \$ \$ \$ \$ \$  
 TOTAL Approved as % of Contract Value: 1.07%  
 TOTAL Approved & Pending as % of Contract Value: 1.07%





200 West Kensing Drive, Suite 400  
Cranberry Township, PA 16066  
724.779.4777  
www.hrg-inc.com



## CONSULTING ENGINEER'S REPORT

Western Westmoreland Municipal Authority

Attn: Mr. Kevin Fisher

Report Period: January 2022

HRG Client Number: 008234

FEBRUARY 17, 2022 AUTHORITY MEETING

### Retainer Services (.0426)

- > HRG assisted the Authority with review of the 2021 Contributing Municipality System Information forms sent to the tributary municipalities.
- > HRG will work with the Authority on the preparation of the Chapter 94 Wasteload Management Report for submission to DEP by March 31, 2022.

### General Services (.0427)

#### LSA GRANT APPLICATION

- > HRG has discussed a grant application opportunity available through the Commonwealth Financing Authority's (CFA) State-Wide Local Share Account (LSA) program with Mr. Fisher. It was determined that a potential project is instrumentation and SCADA upgrades.
- > HRG worked with Mr. Fisher on a draft scope and cost estimate for the work and HRG prepared a resolution for consideration at the Authority's meeting. The grant application is due March 15 and will require political support letters.

### Planning Module Reviews (.0428)

- > No reviews conducted this month.

### NPDES Permit Renewal (.0429)

#### PRE-DRAFT PERMIT SURVEY

- > HRG reviewed the February 8 DEP correspondence regarding the Pre-Draft Permit Survey. DEP anticipates eleven (11) new water quality based effluent limitations (WQBELs) for toxic pollutants as part of the draft permit.
- > HRG is prepared to assist the Authority in completion of the requested survey prior to the March 10 deadline.
- > Additionally, HRG will assist the Authority with coordination with DEP and additional sampling to meet the DEP detection limits. HRG anticipates that additional sampling will eliminate at least five (5) of the eleven (11) WQBELs.
- > HRG will prepare a proposal for additional work upon draft permit issuance. HRG anticipates the permit to request TRE and WQBEL Reports.

## Capital Projects

### CHEMICAL ADDITION PROJECT

- > HRG briefly reviewed the project with Authority staff and shall continue discussions in the future.

END OF ENGINEER'S RETAINER SERVICES AND ACTIVE PROJECTS REPORT

Please feel free to contact me if you have any questions regarding this report or other items.

HERBERT, ROWLAND & GRUBIC, INC.



Chad E. Hanley, P.E.  
Group Manager | Water & Wastewater

CEH/LBL/ALB  
R008234.0426

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c: Mr. Stan Gorski, WWMA Assistant Manager  
Ms. Johanna Wtorkowski, WWMA Finance Director