

Western Westmoreland Municipal Authority  
Revised Agenda – February 17, 2022 Regular Monthly and Annual Reorganizational Meeting  
Revised February 16, 2022, 2:50 P.M.

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1. Roll Call
2. Pledge of Allegiance
3. Reorganization
  - A. Appointment of Officers
    1. Chairman (Currently Stanley J. Caroline, Jr.)
    2. Vice-Chairman (Currently Charles T. Konkus)
    3. Secretary (Currently Barbara L. McIntyre)
    4. Treasurer (Currently Howard T. (Tim) Watson)
    5. Assistant Secretary-Treasurer (Non-Voting) (Currently Johanna Wtorkowski)
  - B. Appointment of Solicitor (Racunas Law Group, LLC)
  - C. Appointment of Consulting Engineer, and Authorization for General Manager to Sign Engineering Services Contract on Behalf of the Authority (Herbert, Rowland & Grubic , Inc. (HRG))
  - D. Appointment of Auditor (Currently Opst & Associates, LLC)
  - E. Appointment of Trustee (Currently U.S. Bank)
  - F. Appointment of Bond Counsel (Currently Clark Hill)
  - G. Appointment of Financial Advisor, and approve Municipal Advisory Agreement and annual fee in the amount of \$1,200.00 (Currently CIM Investment Management, Inc.)
  - H. Appointment of Depository Bank (Currently First National Bank)
  - I. Assignment of Committee Members by Chairman: Three (3) Board Members assigned to each committee (Members of each committee will select committee Chairman/Chairwoman.)
    1. Legal and Engineering Services Committee (Currently Gilbert, Wolinsky, McHugh)
    2. Finance and Budget Committee (Currently Mace, Watson, Konkus)
    3. Personnel Committee (Currently Lapia, McIntyre, Faccenda)
4. Public Comment – Any public comment in regard to agenda item
5. Communications
  - A. The Commonwealth of Pennsylvania State Ethics Commission Statement of Financial Interests for 2021 is due to the WWMA office on or before May 1, 2022. (Distributed on 01/05/22).
  - B. PMAA Board Member Training is scheduled for Friday, March 18, 2022, at the Doubletree Pittsburgh, in Mars, PA.
  - C. The PWEA PennTec Conference is scheduled for June 5-8, 2022, at the Penn Stater Convention Center, in State College, PA.
  - D. Farewell letter from Brad Boddy, of Wade Trim, Inc.
6. Report of Secretary
  - A. Approval of Minutes of the Regular Meeting of January 20, 2022 (Distributed on 02/11/22)
7. Report of Treasurer (Distributed on 02/11/22)
  - A. Approval of Revenue Fund Requisition No. 385 Scott Electric: \$1,533.42
  - B. Approval of Revenue Fund Requisition No. 386: \$209,669.21
8. Report of General Manager
  - A. Authorization for the Authority to apply for a Visa credit card account 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

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- B. Authorization to purchase replacement exhaust fans and louvers for the Maintenance Building and Sludge Building, from Pittsburgh Air Systems, at a cost of \$4,345.00, including freight
  - C. Authorization for Foreman Michael Diana and any interested Board Member(s) to attend the PennTec 2022 93<sup>rd</sup> Annual Technical Conference & Exhibition from June 5-8, 2022, at the Penn State Conference Center, in State College, PA
  - D. Authorize the Solicitor to prepare a Resolution recognizing the service of retired Authority Solicitor John M. Campfield, and a Resolution recognizing the service of Attorney William S. Ferraro, both of Campfield & Ferraro
  - E. Request motion to ratify the actions of the General Manager 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.
9. Report of Assistant Manager
- A. Plant Maintenance (Weekly/Monthly)
  - B. General Plant Maintenance
  - C. NPDES Report (Rainfall, Plant or System Violations)
  - D. Plant Projects
10. Report of Consulting Engineer
- A. Wade Trim (Distributed on 02/11/22)
    - 1. Wet Weather Issues
    - 2. COA-Phase III Project:
      - a. 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 01/28/22
      - b. Project Update
    - 3. CCTV of Bushy Run (Phase 2 COA Improvement Project)
    - 4. NPDES Permit Renewal
    - 5. Toxic Reduction Evaluation (TRE)
    - 6. Penn Township Extended Service Area Quarterly Tap Fee Adjustment
  - B. Herbert, Rowland & Grubic, Inc. (Distributed on 02/16/22)
    - 1. Discussion and/or Deliberation and/or Action Taken to authorize a Local Shared Account Statewide Grant Application (LSAS) and applicable Resolution
11. Report of Solicitor
12. An Executive Session may be held to discuss the following items:
- A. Construction Project-Related Items
  - B. Legal and Engineering Items
  - C. Potential Litigation
13. Reports of Committees
- A. Personnel Committee
  - B. Finance and Budget Committee (Distributed on 01/14/22)
    - 1. Request approval of the fund transfer listed under Agenda Item 13B (1) (a), and investment listed under Agenda Item 13B (1) (b):
      - a. Authorize a transfer in the amount of \$125,062.25 from the Revenue Fund to the PENNVEST Account, *and*
      - b. Authorize the purchase of a Capital Improvement Fund one-month United States Treasury Bill, in the amount of \$6,975,000.00, providing the interest rate is positive.
  - C. Legal and Engineering Services Committee

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14. Requisitions

- A. Approval of Capital Improvement Fund Requisition No. 85: \$30,531.64
- B. Approval of PENNVEST, Loan No. 75375, COA-Phase III, Requisition No. 2, and authorize submission to PENNVEST: \$103,679.29

15. Board Member Comments

16. Adjournment