

WESTERN WESTMORELAND MUNICIPAL AUTHORITY

REGULAR MONTHLY MEETING – MARCH 17, 2022

The Board of Directors of the Western Westmoreland Municipal Authority held a regular monthly meeting on Thursday, March 17, 2022 at 6:00 P.M. in the Authority conference room, duly advertised, as required, and with the following persons in attendance:

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

Board Members in Attendance:

Mr. Stanley Caroline, Jr.	Mr. Charles Konkus	Mr. Joseph Lapia
Mr. Dylan Mace	Mr. Kevin McHugh	Mrs. Barbara McIntyre
Mr. Tim Watson	Mr. Mark Wolinsky	

Board Member who arrived late and attended virtually, through Microsoft Teams:

Mr. Mike Faccenda (7:22 P.M.)

Absent:

Mr. Charles Gilbert

Others in Attendance:

Mr. Matthew Racunas, Solicitor
Mr. Chad Hanley, Consulting Engineer
Ms. Liz Lackey, 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
Mr. Brian Hortert, Concordia
Mr. Connor Hagey, Concordia

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

3. Public Comments:

A. Mr. Brian Hortert, of Concordia, addressed the Board to request that the Board consider permitting Lutheran Ministries to construct an assisted living facility on property known as the “Blue Nine”, formerly of the Westmoreland County Golf Course, and to direct the sewage flow to Franklin Township Municipal Authority’s sewer system. The property is located within WWMA’s Service Area, but Penn Township has not yet extended collector sewer lines to this section of the Service Area. A discussion followed. No Board action was taken. Following the discussion, Mr. Hortert and Mr. Hagey left the meeting.

4. 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 Spring Management Workshop will be held on Friday, April 29, 2022, at Seven Springs Mountain Resort, in Champion, PA. Mr. Caroline asked that anyone who is interested in attending the session contact Mr. Fisher, Mr. Gorski, or Mrs. Wtorkowski.

5. Secretary’s Report: Barbara McIntyre:

A. Mrs. McIntyre requested the approval of the minutes for the regular monthly and annual reorganizational meeting of February 17, 2022. A motion to approve was made by Mr. Konkus, and seconded by Mr. Wolinsky. The motion passed unanimously.

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. 387: Scott Electric: \$7.91: 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. 388: Stone & Company: \$1,011.10: A motion to approve was made by Mrs. McIntyre, 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. 389: \$426,538.47: A motion to approve was made by Mr. Konkus, and seconded by Mr. Mace. The motion passed unanimously.

This concluded the Treasurer's report.

7. General Manager's Report – Kevin Fisher:

- A. Mr. Fisher provided an update on the COA-Phase III Project.
 - 1. Kukurin Contracting, Inc., did not submit a pay estimate for February 2022.
 - 2. The Paintertown portion of the project is complete. Mandrel testing and televising of the lines must be completed. Inspection and testing reports were submitted to PennDOT. Paving will be completed in April 2022, once PennDOT has approved the reports.
 - 3. Kukurin Contracting, Inc., has begun clearing and grubbing along the Bushy Run Interceptor.
- B. COA-Phase II Project – CCTV Sewer Inspection
 - 1. Mr. Racunas reported that he sent a letter to Greenland Construction. Greenland has until March 23, 2022 to respond. Mr. Racunas will report to the Board, next month, as to whether Greenland responded.
- C. Mr. Fisher requested that the Board adopt Resolution No. 2022-02, recognizing the service of retired Solicitor John M. Campfield. A motion to approve was made by Mr. Konkus, and seconded by Mr. Wolinsky. The motion passed unanimously.
- D. Mr. Fisher requested that the Board adopt Resolution No. 2022-03, recognizing the service of retired Solicitor William S. Ferraro. A motion to approve was made by Mr. Konkus, and seconded by Mrs. McIntyre. The motion passed unanimously.
- E. Mr. Fisher stated that a letter and framed certificate of appreciation will be presented to Mr. Campfield's legal secretary, Mrs. Jamie Romagnoli.
- F. Mr. Fisher requested Board approval of the replacement of the existing Final Clarifier No. 2 Carter scum pump with a Carter Model No. 795 Simplex Plunger Pump, at a cost of \$18,750.00, freight allowed. Mr. Fisher stated that three (3) quotes were obtained, and Carter Pump quoted the lowest price. A motion to approve was made by Mr. Wolinsky, 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 was a fecal coliform geometric mean violation and an instantaneous maximum violation in February, due to the plant being in nitrate lock. The plant is now out of nitrate lock, and treatment is back to normal.
- B. There were no bypasses during February 2022. There was 4.92" in rain, and 8.42 million gallons were transferred to the equalization tank during February. Average plant flow was 5.7 MGD, with a maximum daily plant flow of 14 MG occurring on February 3, 2022.
- C. Plant maintenance and preventative maintenance is up to date.
- D. The plant is out of nitrate lock, and the plant is in regular treatment mode. Nitrification will be introduced to the system next week, and process will move slowly to ammonia treatment mode. It is expected that ammonia levels will then drop.
- E. Bi-annual first aid, CPR, and AED training will take place during the last week of March 2022.
- F. The PaDEP is requiring that laboratories adopt the latest version of Standard Methods for performing their laboratory testing. The Authority has purchased the new Standard Methods manual, and is required to update all of the Authority's standard operating procedures (SOP) by December 31, 2022. Work on the SOP updates is expected to begin, next week.
- G. NPDES Pre-Draft Survey:
 - a. The Authority contacted seven laboratories to see if they were able to meet the PaDEP's limits. To date, only one laboratory, CWM, was able to meet all of the limits. Three labs replied that they could meet limits for some, but not all required tests. The Authority is waiting for responses from three labs.

This concluded the Assistant Manager's report.

9. Consulting Engineer

- A. Chad Hanley and Liz Lackey, Herbert, Rowland & Grubic, Inc. (HRG):
Mr. Hanley and Ms. Lackey reviewed HRG's written report dated March 17, 2022.
 - 1. Chapter 94 Report:
 - a. Mr. Hanley will be working with Authority staff to gather the final information that is required in order to submit the Chapter 94 report, which is due on March 31, 2022.
 - 2. Local Shared Account Statewide (LSAS) Grant Application:

- a. The grant application was submitted with a grant request in the amount of \$300,000.00. The application included letters of support from a couple of Pennsylvania State representatives. Mr. Hanley reported that he and Mr. Fisher attended a grant seminar on Monday, March 14, 2022. Several State representatives were in attendance.
3. NPDES
 - a. Ms. Lackey reported that HRG responded to the PaDEP's letter on March 8, 2022. HRG held a video conference call with Mr. Fisher, Mr. Gorski, and representatives of the PaDEP to clarify some of the items in the letter and to identify the next steps. Ms. Lackey provided an explanation of the permit renewal process: The permit renewal was submitted in December 2021. The PaDEP entered WWMA's data into their model and sent preliminary findings to the Authority in February 2022. The PaDEP listed eleven toxics. Ms. Lackey stated that five toxics should be eliminated, once the additional tests are completed by a lab that can meet the required limits. Three toxics will most likely remain on the NPDES permit as monitoring, and three toxics, free cyanide, thallium, and dichlorobromomethane, will remain on the permit as limits. The three limits will probably result in a Toxic Reduction Evaluation (TRE) study and a Water Quality-Based Effluent Limitation (WQBEL) study. The TRE study looks at the discharge and upstream, while the WQBEL study looks at the stream below the discharge. A discussion followed.
 - b. Ms. Lackey reported that sampling will be conducted through July 2022 for the NPDES permit renewal. The Authority will also be proactively conducting sampling to verify a couple of hypotheses regarding the source of the toxics. The samples at the landfill and at the plant will be timed in order to test the sewage that is coming from the landfill. Mr. Hanley provided an explanation of how the testing will assist the Authority in determining whether limits will be able to be met, and whether negotiations with the PaDEP regarding limits will be necessary.
4. Capital Projects Update:
 - a. Mr. Hanley provided a brief description of two capital projects that were discussed with Management: instrumentation upgrades, and a chemical feed system. The LASA grant awards will be announced in September 2022.

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

10. Solicitor's Report – Matt Racunas

- A. Mr. Racunas reported that he prepared the Resolutions for the retired Solicitors.
- B. Mr. Racunas reported that the agenda will be restructured and streamlined for future meetings. For example, testing at the (Valley) Landfill should be conducted. now, but this item does not need to be included on the agenda, until there is something to report to the Board. Similarly, bullet items listed on the Assistant Manager and Consulting Engineer's reports do not need to be included on the agenda, unless Board action is required. Mr. Racunas explained that he recommended these changes to Management, in order to help the Board to focus on the important issues. A discussion followed.

11. Reports of Committees:

- A. Personnel Committee: Due to Mr. Faccenda's late arrival, there was no report.
- B. Finance and Budget Committee: Dylan Mace:
 1. Mr. Mace requested Board approval of 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 \$125,148.65 from the Revenue Fund to the PENNVEST Account, <i>and</i>
Item 11B (1) (b):	Purchase a Capital Improvement Fund one-month United States Treasury Bill, in the amount of \$6,915,000.00, providing the interest rate is positive.

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

2. Mr. Mace requested that the Board ratify the allocation of \$1,512.66 in unrestricted funds from the 2020 Rate Mitigation Account (RMA) allocations to 4th quarter 2021 premium reduction for the Authority's health care plan, in accordance with RMA guidelines. A motion to approve was made by Mr. Wolinsky, and seconded by Mr. McHugh.

It is noted that Mr. Faccenda joined the meeting at this time. The time was 7:22 P.M.

3. Mr. Mace requested that the Board authorize the allocation of \$2,031.34 in unrestricted funds from the 2021 RMA allocations to 4th quarter 2022 premium reduction for the Authority's health care plan, in accordance with RMA guidelines. A motion to approve was made by Mr. Wolinsky, and seconded by Mrs. McIntyre. The motion passed unanimously.

4. Mr. Mace reported that the Authority received a check in the amount of \$2,036.90 from EMC Insurance Companies, representing a dividend refund from FWF Insurance Agency's Safety Group.

This concluded the Finance and Budget Committee report.

C. Legal and Engineering Services Committee: Kevin McHugh:

1. Mr. McHugh stated that there is an issue regarding the landfill that will be discussed during the Executive Session.

12. Requisitions:

Mr. Caroline requested Board approval of the following Requisition:

- A: Approve Capital Improvement Fund Requisition No. 86, in the amount of \$35,192.99: 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 the Valley Landfill issue and a matter of personnel was made by Mr. Konkus, and seconded by Mrs. McIntyre. The motion passed unanimously. The executive session began at 7:25 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 8:25 P.M. The items discussed were landfill issues.

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 8:26 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: March 17, 2022

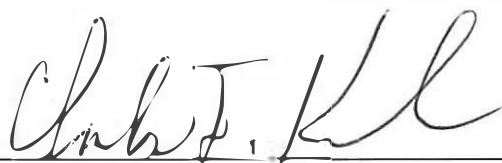
I, the undersigned, Director of Board of the Western Westmoreland Municipal Authority do hereby publicly announce and disclose that due to the following conflict, or possible conflict of interest, I am abstaining from voting of the hereinafter set forth matter coming before the Board of the Western Westmoreland 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. 387, Scott Electric, in the amount of \$7.91.



(Member's Signature)

MEMORANDUM

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

FROM: Dylan Mace

DATE: March 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:

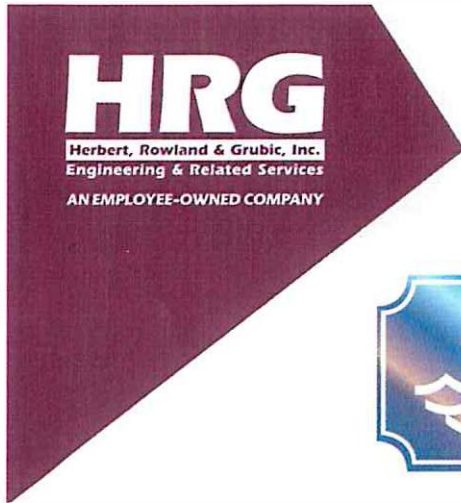
Employee of Stone & Co., a supplier of purchases made by the Authority

Subject to be acted upon:

Approve Revenue Fund Requisition No. 388, Stone & Co., in the amount of \$1,011.10



(Member's Signature)



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: February 2022

HRG Client Number: 008234

MARCH 17, 2022 AUTHORITY MEETING

Retainer Services (.0426)

- > We wish to express our appreciation to the WMMA Board for the selection of HRG as the retained engineering consultant. We look forward to a long and successful relationship.
- > HRG attended the Legal and Engineering meeting held on March 3.
- > HRG is working 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, and an equipment supplier, on a scope and cost estimate for the work and HRG prepared a resolution for adoption at the Authority's February meeting.
- > HRG prepared and sent Requests for Support Letters to the PA Representatives and Senator. These will be included in the final application to be submitted by March 15. HRG will assist the Authority with the Grant Application submission.
- > HRG will attend the PA State Grant Seminar hosted by the Westmoreland Delegation on March 14. Many of the politicians whom we asked for support will be in attendance.

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 participated in a video conference with DEP and WWMA staff on March 3 for clarification on procedures and next steps.

- > HRG assisted the Authority in completion of the requested survey which was submitted to DEP on March 8.
- > HRG is assisting 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

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

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



Construction Status Report

Report Period: February-22

Prepared By: BJB
 Date: Mar 15, 2022

Total Days: 730
 Days Expended: 286
 Days Remaining: 444

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: \$ 2,491,042.21
Balance Due This Pay Period: \$

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

COMMENTS:

Work Completed This Period:

- Note that no payment application was submitted for this month.
- KCI completed the interceptor stakeout, cleared and grubbed RBR, placed E&S measures, fused and distributed bypass pump piping, strung out piping and distributed stone and manholes. The only pay item work that was completed was approximately 100' of cofferdam work (~\$2,100 total), so no payment application was submitted for February.
- KCI pulled off site temporarily on February 22. It was anticipated that they will be back on site 6 weeks from this date (mid-April). WT has checked in with KCI bi-weekly for status update.
- Total Number of Construction Meetings:
 (6) Virtual Check-ins after bid during pipe shortage, (1) Preconstruction, (9) Construction Progress Meetings
 (1) Construction Meeting in February
- Total Number of full Inspector Days: 84.5, 15 in February

Project Status

