

WESTERN WESTMORELAND MUNICIPAL AUTHORITY

REGULAR MONTHLY MEETING – MAY 19, 2022

The Board of Directors of the Western Westmoreland Municipal Authority held a regular monthly meeting on Thursday, May 19, 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 6:02 P.M.:

Board Members in Attendance:

Mr. Stanley Caroline, Jr. Mr. Charles Gilbert Mr. Charles Konkus
Mr. Joseph Lapia Mr. Mark Wolinsky

Attended Virtually:

Mr. Mike Faccenda Mr. Kevin McHugh

Late Arrival (6:10 P.M.); Attended Virtually:

Mr. Dylan Mace

Absent:

Mrs. Barbara McIntyre Mr. Tim Watson

Others in Attendance:

Mr. John Rushford, Acting Solicitor
Mr. Chad Hanley, Consulting Engineer
Ms. Liz Lackey, 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:

Ms. Anna Barr, Herbert, Rowland & Grubic, Inc.

2. Mr. Caroline led the Pledge of Allegiance.
3. Public Comments: None
4. Communications: None
5. Secretary's Report: Due to Mrs. McIntyre's absence, Mrs. Wtorkowski requested the approval of the minutes for the regular monthly meeting of April 21, 2022, as presented. 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 – Due to Mr. Watson's absence, Mrs. Wtorkowski requested the approval of the following requisitions:
 - A. Revenue Fund Requisition No. 392: James A. McHugh: \$300.00: A motion to approve was made by Mr. Konkus, and seconded by Mr. Gilbert. The motion passed, 6-0, with an abstention by Mr. Kevin McHugh, who is the son of Mr. James A. McHugh. A memorandum, signed by Mr. McHugh, is attached to these minutes.
 - B. Revenue Fund Requisition No. 393: \$159,010.43: A motion to approve was made by Mr. Wolinsky, and seconded by Mr. Gilbert. The motion passed unanimously.

This concluded the Treasurer's report.

It is noted that Mr. Mace joined the meeting at this time, attending virtually, via Microsoft Teams. The time was 6:10 P.M.

7. General Manager's Report – Kevin Fisher:

- A. Mr. Fisher reported that the cost for JLB Holding, Inc. to repair Manhole No. 5, located in the Brush Creek Interceptor Sewer System, was \$2,722.00. This amount is under Mr. Fisher's authorized purchasing limit. Mr. Fisher reported Mr. Caroline had spoken with Stan Gorski, who stated that the interceptor should be televised and cleaned, in order to avoid future damage to plant and pump station equipment from residual debris in the interceptor. Mr. Fisher reported that he spoke with Mr. Ron Flick, of FWF Insurance Agency, Inc., who said that the Authority may want to consider not filing a claim for the damage to the manhole, as it could affect the claim for the screening compactor at the pump station. If separate claims are filed, the Authority would be responsible for two deductible charges. Mr. Fisher stated that there were rocks and debris in Compactor No. 2 on Mechanical Screen No. 2 at the pump station, prior to the rain event. The screen diverted the debris into the compactor, damaging the housing of the compactor. Two of the floats (ultrasonic sensor and float) were torn out, and will be included in the insurance claim. Mr. Fisher reported that representatives from Duperon may need to be onsite to assess the damage to the screening compactor, and to determine whether the unit can be repaired or must be replaced. Mr. Wolinsky expressed concern about filing a claim for the manhole damage, which was a minimal cost to repair, if doing so can result in the denial of the claim for the damage to the screening compactor. The repairs to the compactor will be expensive, and will include the entire compactor, including the body, both augers, screen, transmission, and the two floats (sensors). After discussion, it was decided that, since there was not a flood, a single claim should be filed for the damage to the manhole, televising and cleaning of the interceptor from the manhole to the pump station, and repairs to or replacement of the screening compactor.
- B. COA-Phase III Project:
 1. Mr. Fisher reported that Kukurin Contracting, Inc. (Kukurin) has completed the mandrel testing of the Paintertown Interceptor in April 2022, and they completed the televising of the Paintertown Interceptor earlier, this month. There was no pay application submitted for April 2022. There were preliminary manhole inspections within the Paintertown Interceptor. Mr. Gorski will report on those findings during his report. Kukurin will return next week to complete repairs on manholes, and after Memorial Day, they will begin preparing Paintertown Road for paving. Once these tasks are completed, Kukurin will begin work on the Bushy Run Interceptor, starting at the Manor Grille. Kukurin is working with Norfolk Southern Railway Company to get their means and methods in compliance with Norfolk Southern's requirements.

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 for the month of April 2022. Total average daily plant flow at the plant was 3.88 million gallons per day. Maximum plant flow for April 2022 was 8.94 million gallons. Total rainfall for April was up, at 3.32".
 - B. There were by-pass events beginning at 4:10 A.M. on May 7, 2022 through 1:37 A.M. on May 8, 2022. The Authority by-passed 8.417 million gallons into the stream, as a result of overflow from the equalization tank.
 - C. NPDES Pre-Survey Testing:
 1. The Authority will receive chain of custody bottles tomorrow, and employees will begin sampling at the end of May, for seven (7) consecutive weeks. Results should be received within two (2) to 2.5 months.
 - D. Manhole inspections on the Paintertown Interceptor revealed two (2) leaks, and some concrete work in some manholes and some channels need to be cleaned up. Kukurin was agreeable to the repairs, and will be onsite Monday, May 23, 2022 to begin work on these punch list items.
 - C. Mr. Gorski requested Board approval to purchase a Cub Cadet 24 HP commercial lawn tractor with a 54" deck from Labuda Farm Service, Inc., at a cost of \$6,799.00. The amount represents COSTARS pricing, along with an additional discount offered by Labuda. The "on the floor" cost of the tractor is \$8,499.00. Mr. Gorski obtained prices from Norwin Rentals for a Bobcat mower (\$9,999.00) and a Ferris C2 stand-on mower (\$9,899.00). Mr. Gorski tested the Cub Cadet and found it to be a good machine at a reasonable price. A motion to approve was made by Mr. Konkus, and seconded by Mr. Wolinsky. The motion passed unanimously.

Mr. Caroline asked Mr. Gorski if the high flows entering the plant in the early morning hours have receded. Mr. Gorski stated that the flows have dropped at that time of night.

This concluded the Assistant Manager's report.

9. Consulting Engineer
 - A. Chad Hanley, Herbert, Rowland & Grubic, Inc. (HRG):
 1. Mr. Hanley reviewed HRG's written report dated May 19, 2022.
 - I. Consent Order & Agreement (COA) Quarterly Report:

- a. Mr. Hanley reported that HRG submitted the quarterly report to the PaDEP, adding that now that they have the templates in place, completion of the next quarterly report should go much more smoothly.
2. NPDES Sampling:
 - a. Mr. Hanley reported that he has worked out sampling schedules with plant employees, with sampling to occur at the end of May 2022. Mr. Hanley reported that the Authority is currently working with the Landfill regarding the Landfill's sampling. Discussions are ongoing.
3. Proposal for a Basis of Design Study Regarding Expansion to the Brush Creek Wastewater Treatment Plant:
 - a. Mr. Hanley reviewed the proposal that was submitted by HRG for completion of a basis of design study related to expansion to the Brush Creek Wastewater Treatment Plant. Mr. Hanley explained that the PaDEP intends to remove acid drainage from Brush Creek, which will impact the Authority. Mr. Hanley explained that federal and state grants are available for work that would support these efforts, and it is not too early to explore grant opportunities. Mr. Hanley provided a description of the scope of work for this study. The Class 5 (absent of exact costs) study will provide the Authority with an understanding of the impact of keeping the Landfill in the system versus removing the Landfill from the system. The Authority would also know how the plant will be impacted by the cleanup of Brush Creek. Mr. Hanley explained the physical considerations that would be addressed, such as the size of an additional tank and pipe that would be required, and whether keeping the Landfill in the system would affect the minimum requirements. Mr. Hanley stated that the \$35,000.00 proposal cost is an estimate, and if HRG determines that additional study is required, Mr. Hanley would request approval of an increase in the cost of the study from the Board, before additional work is completed. The study would be based on twenty-year projections. A motion to accept HRG's proposal at a cost not to exceed \$35,000.00, and if the cost exceeds \$35,000.00, HRG will come back to the Board (before expanding the scope of the study) was made by Mr. Konkus, and seconded by Mr. Lapia. The motion passed unanimously.

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

10. Solicitor's Report – John Rushford

Mr. Rushford introduced himself to the Board, stating that he is a municipal lawyer with over 25 years of experience, and has recently created one of the first storm water authorities. Mr. Rushford works with Authority Solicitor Matt Racunas on various municipal-related issues, and due to Mr. Racunas' absence, will be presenting the Solicitor's report, this evening.

- A. Mr. Rushford reported that Mr. Racunas met with representatives of Valley Landfill (Landfill) to discuss treatment issues. Mr. Racunas is waiting for another meeting with the Landfill, as well as a suggestion from the Landfill regarding surcharge fees. A meeting should be held within the next couple of weeks.
- B. Mr. Rushford reported that Mr. Racunas is currently reviewing the Service Agreement and the issue regarding Penn Township's plans for development.
- C. Mr. Rushford reported that Mr. Racunas has reviewed Mr. Fisher's employment agreement to ensure that Mr. Fisher's retirement issues are addressed.
- D. Mr. Rushford referred to the Board's decision regarding the filing of the claim for the manhole repair, televising and cleaning of lines, and the repair or replacement of the screening compactor.

This concluded the Solicitor's report.

Mr. Caroline stated that he contacted Mr. Racunas and asked him to review Mr. Fisher's agreement to make sure that Mr. Fisher is paid for all that is due to him. Mr. Caroline stated that reimbursement of Mr. Fisher's unused sick time will be paid with funds in the Sick Pay Reserve Account, and payment of unused vacation and personal days and the one-time benefit of \$6,000.00 will be paid from the Revenue Fund. Mr. Caroline stated that the staff will not be using Mr. Fisher's Apple Pro Mac laptop computer, and asked if the laptop could be sold to Mr. Fisher. Mr. Rushford stated that the computer would need to be sold at current value. Mr. Lapia asked Mr. Gorski and Mrs. Wtorkowski to contact Mr. Justin Vestrand, of Exelos, to obtain the current value of the laptop, and Mr. Fisher can decide if he would like to purchase the laptop. All Authority files and software will be removed from the laptop, before it is sold to Mr. Fisher. Mr. Caroline stated that a luncheon is being planned for Mr. Fisher.

11. Reports of Committees:

- A. Personnel Committee: Mike Faccenda: There was no report. Mr. Lapia stated that the Personnel Committee should meet to go over a couple of things. Mr. Faccenda stated that he will send communication to the committee members on Monday, May 23, 2022.

1. Mr. Caroline reported that Mr. Fisher has announced his retirement, and he congratulated Mr. Fisher on his retirement. A motion to accept Mr. Fisher's retirement was made by Mr. Konkus, and seconded by Mr. Lapia. The motion passed unanimously. Mr. Fisher stated that he has worked with Mrs. Wtorkowski for many years, and he expressed appreciation to Mrs. Wtorkowski for her efforts. Mr. Fisher also commended the Authority staff for the achievements that have been made over these many years, stating that the employees have come a long way in the last seventeen (17) years. Mr. Fisher also commended the Board for their achievements. Mr. Fisher acknowledged the work that Mr. Wolinsky contributed during the time that he worked with Mr. Fisher at the Hempfield Township Municipal Authority and as a representative on the WWMA Board of Directors. Mr. Konkus stated that the spirited discussions that have taken place at meetings show the passion that is felt by everyone, and shows that everyone takes their work seriously.

B. Finance and Budget Committee: Dylan Mace:

1. Mr. Mace congratulated Mr. Fisher on his retirement.
2. Mr. Mace requested Board approval of the transfer of \$125,148.65 from the Revenue Fund to the PENNVEST Account, and authorization of the purchase of a Capital Improvement Fund two-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. Lapia, 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: There was no report.

12. Requisitions:

Mr. Caroline requested Board approval of the following Requisition:

- A: Approve Capital Improvement Fund Requisition No. 88, in the amount of \$10,065.89: A motion to approve was made by Mr. Wolinsky, and seconded by Mr. Lapia. The motion passed unanimously.

13. Board Member Comments:

- A. Mr. Wolinsky expressed appreciation to Mr. Fisher for his many years of service. Mr. Caroline and Mr. Lapia also expressed their appreciation.

14. Executive Session: None

15. A motion to adjourn the meeting was made by Mr. Lapia, and seconded by Mr. Konkus. The motion passed unanimously. The meeting was adjourned at 7.05 P.M.


Barbara L. McIntyre Secretary

MEMORANDUM

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

FROM: Kevin McHugh

DATE: May 19, 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:

Son of James A. McHugh, a subcontractor of the Authority

Subject to be acted upon:

Approve Revenue Fund Requisition No. 392, James A. McHugh



(Member's Signature)

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



Construction Status Report

Report Period: April-22

Prepared By: BJB
 Date: May 11, 2022

Total Days: 730
 Days Expended: 347
 Days Remaining: 383

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: \$

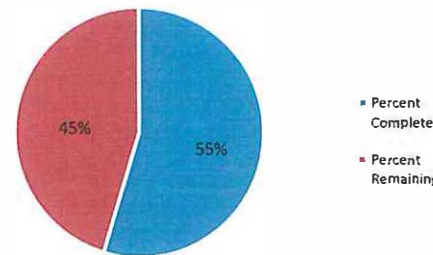
Balance to Finish Plus Retainage: \$ 2,304,655.58

COMMENTS:

Work Completed This Period:

- Note that no payment application was submitted for this month.
- KCI 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.
- KCI was back on site on 04/07/22, 04/11/2022 and 04/12/2022 to complete mandrel testing on the Paintertown Interceptor. All interceptor pipe passed the mandrel test. KCI was also on site on 05/02/22 and 05/03/22 with a subcontractor (Insight Pipe) to complete CCTV inspection.
- During virtual check-in meetings on 04/11/22 and 05/05/22, KCI has identified a Memorial Day weekend as the date that they will be back on site to start the Bushy Run Interceptor installation.
- Total Number of Construction Meetings:
 (6) Virtual Check-ins after bid during pipe shortage, (1) Preconstruction, (11) Construction Progress Meetings
 (1) Construction Meeting in April
- Total Number of full Inspector Days: 87.5,3 in April

Project Status



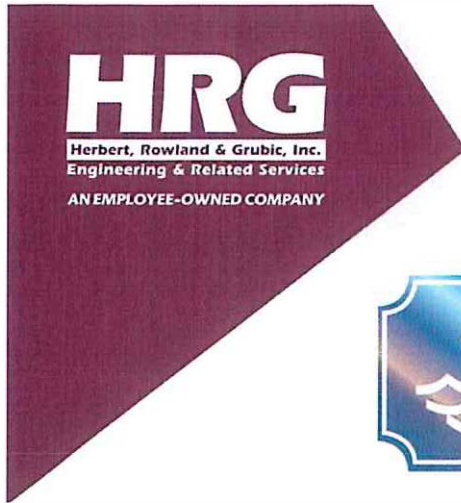


Kukurin Contracting, Inc.
 Current Contract Amount w/ Approved Change Orders: \$ 4,795,697.79

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			\$ 5,055.03		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%



220 West Kensing Drive, Suite 100
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: April 2022
HRG Client Number: 008234
MAY 19, 2022 AUTHORITY MEETING

Retainer Services (.0426)

- > HRG worked with the Authority on the preparation of the COA Quarterly Report submitted to DEP on April 27, 2022.

General Services (.0427)

- > HRG attended the Legal and Engineering meeting held on April 7.
- > HRG has been engaged on various conversations with Authority staff regarding service area and the landfill agreement.

Planning Module Reviews (.0428)

- > No reviews conducted this month.

NPDES Permit Renewal (.0429)

PRE-DRAFT PERMIT SURVEY

- > 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 worked with WWMA to prepare a final Sampling Plan and with CWM Environmental to confirm sample reporting limits and costs.
- > HRG will prepare a proposal for additional work upon draft permit issuance. HRG anticipates the permit to request TRE and WQBEL Reports.

Previously:

- > 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.

WWTP Process Improvements (.0430)

LSA GRANT APPLICATION

- > HRG submitted the grant application on March 15 regarding plant instrumentation and SCADA upgrades. Responses are anticipated in Fall 2022.

PROJECT SCOPING

- > HRG met with Authority Staff on May 4 to discuss the preparation of a proposal for a basis of design for an expansion to the wastewater treatment plant.
- > A proposal shall be presented to the Board for consideration and further update will be provided at the May meeting.

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