

WESTERN WESTMORELAND MUNICIPAL AUTHORITY

REGULAR MONTHLY MEETING – JUNE 16, 2022

The Board of Directors of the Western Westmoreland Municipal Authority held a regular monthly meeting on Thursday, June 16, 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. Mike Faccenda	Mr. Charles Gilbert
Mr. Charles Konkus	Mr. Joseph Lapia	Mr. Dylan Mace
Mr. Kevin McHugh	Mrs. Barbara McIntyre	Mr. Tim Watson
Mr. Mark Wolinsky		

Others in Attendance:

Mr. Matthew Racunas, Solicitor
Mr. Chad Hanley, Consulting Engineer
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.

3. Public Comments: None

4. Mr. Caroline referred to the draft of the 2021 Audit Report, which was distributed on June 10, 2022. The report will be reviewed and approved by the Board at the July meeting, once the Pennsylvania Municipal Retirement System (PMRS) has submitted the GASB 68 Reports. Mr. Caroline asked the Board Members to submit any comments to Mrs. Wtorkowski.

5. Communications: None

6. Secretary's Report: Barbara McIntyre:

- A. Mrs. McIntyre requested the approval of the minutes for the regular monthly meeting of May 19, 2022. A motion to approve was made by Mr. Konkus, and seconded by Mr. Lapia. The motion passed, 8-0, with abstentions by Mrs. McIntyre and Mr. Watson, 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 requisition:

- A. Revenue Fund Requisition No. 394: \$254,906.09: 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. Assistant Manager's Report – Stanley Gorski, Jr.:

- A. Mr. Gorski reported that there was a by-pass event during May, during which 8.4 million gallons were by-passed into the stream, due to damage to Brush Creek Manhole No. 5. The manhole has been repaired. The Duperon compactor was damaged as a result of the damage to the manhole. Total rainfall was 6.1" for May, which was twice the normal amount, with a maximum rainfall of 2" occurring during the rain event.

B. COA-Phase III Project:

1. Kukurin Contracting, Inc. is working on restoration this week in the Paintertown Road area. Tresco Paving will begin paving on Tuesday, June 21, 2022. After the restoration work has been completed, Kukurin will begin working on the Bushy Run Interceptor, with construction starting at the Manor Grille.

- C. Mr. Gorski requested approval of the closeout of the following six (6) Trustee-held accounts that have been fully-expended and are no longer required:

2015A Debt Service Fund
2015B Debt Service Fund
2016 Debt Service Fund
Capital Improvement Excess Reserve Fund
2015B Construction Fund

2016 Construction Fund

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

Mr. Gorski reported that the gate keys and key codes for Mr. Fisher have been deactivated and the plant security codes have been changed. Mr. Gorski reported that he met with plant employees yesterday, to explain that he will be assuming Mr. Fisher's duties, and it will be business as usual at the Authority.

- C. Mr. Gorski reported that an insurance claim was filed with EMC Insurance Companies (EMC) for the damage to Brush Creek Manhole No. 5, compactor, and transducers, as well as the televising and cleaning of the interceptor. EMC allowed the claims for the manhole repair and the replacement of the compactor and transducers, but denied the claim for the televising and cleaning of the interceptor. Mr. Gorski reported that final quotes were received from Duperon within the last two (2) days, and approval of the quote must be added to this meeting's agenda. Mr. Racunas stated that a motion must be approved to add a motion (to the agenda) to authorize the purchase of Duperon compactor, transducers, and installation from Duperon, at a cost of \$38,111.55, plus shipping. A motion to approve was made by Mr. Konkus, and seconded by Mr. Faccenda. The motion passed unanimously. A motion was made by Mr. Konkus, and seconded by Mr. Faccenda, to authorize the purchase of Duperon compactor, transducers, and installation from Duperon, at a cost of \$38,111.55, plus shipping. The motion passed, 9-0, with an abstention by Mr. McHugh, who is an employee of JLB Holding, Inc., the company that repaired Brush Creek Manhole No. 5. A memorandum, signed by Mr. McHugh, is attached to these minutes. Mr. Racunas stated that the revised agenda must be posted on the Authority's website within twenty-four hours following this meeting. Mr. Lapia asked how the insurance company was handling the payment of shipping charges, since the charges are unknown at this time. Mr. Gorski stated that the insurance company will revise the claim to include shipping charges, once they are known.
- D. Mr. Gorski asked the Board Members if they wanted to sell the 2011 Chevrolet Tahoe on Municibid, or keep the vehicle. Mr. Gorski stated that the Tahoe is leaking transmission fluid. Mr. Lapia stated that Mrs. Wtorkowski should use the Tahoe to run errands, instead of using her personal vehicle. Mr. Lapia suggested that Mr. Gorski take the vehicle to Shift Rite (Transmissions), on Route #30.

Mr. Caroline asked Mr. Gorski what his thoughts were regarding the closed circuit televising (CCTV) of the interceptor from Brush Creek Manhole No. 5 to the plant. Mr. Gorski stated that he felt the CCTV inspection should be completed.

This concluded the Assistant Manager's report.

9. Consulting Engineer

A. Chad Hanley, Herbert, Rowland & Grubic, Inc. (HRG):

Mr. Hanley reviewed HRG's written report dated June 16, 2022.

1. NPDES Sampling:

- a. Mr. Hanley reported that the sampling work has started, and HRG is beginning to look at the sampling test results.

2. Evaluation of Treatment Plant-Basis for Design Study:

- a. Mr. Hanley reported that Wade Trim's data has been entered into HRG's system, and HRG is beginning to look at the Biowin model.

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

10. Solicitor's Report – Matthew Racunas:

A. Mr. Racunas reported that meetings are ongoing with Waste Management. Another meeting with Landfill representatives is scheduled for next week.

B. Mr. Racunas stated that he has been working with Mr. Fisher regarding the insurance claim, and he spoke with Mr. Gorski, today, regarding the addition to the agenda for approval of the Duperon compactor, transducers, and installation.

C. Mr. Racunas reported that he attended the Personnel Committee meeting, and he has been working with the committee members regarding several issues relating to Mr. Fisher's vacancy. These issues will be discussed during the Executive Session.

This concluded the Solicitor's report.

11. Reports of Committees:

A. Personnel Committee: Mike Faccenda:

1. Mr. Faccenda reported that the Personnel Committee met on June 1, 2022 to discuss issues related to Mr. Fisher's retirement. Mr. Faccenda requested that the Board ratify the sale of the Authority's iPhone XR

- and the transfer of the telephone number to retired General Manager Kevin Fisher for \$55.00, with estimated value being provided by AT&T. A motion to approve was made by Mr. Konkus, and seconded by Mr. McHugh. Mr. Lapia asked if the estimated value was received in writing. Mrs. Wtorkowski stated that a written statement of value was received. The motion passed unanimously.
2. Mr. Faccenda requested authorization to sell the Authority's MacBook Pro, without software applications, to retired General Manager Kevin Fisher, for \$700.00, with estimated value provided by Exelos. Mrs. Wtorkowski stated that the sale would include accessories that were used with the laptop. Mr. Faccenda stated that there will be no charge for Exelos to remove software and Authority data from the laptop. A motion to approve was made by Mr. Konkus, and seconded by Mr. Mace. Mr. Lapia asked if the estimate was provided in writing. Mrs. Wtorkowski stated that the Authority received a written estimate from Exelos. The motion passed unanimously.
 3. Mr. Faccenda stated that the agenda item regarding the discussion and or deliberation and or Board action regarding administrative staffing will take place after the Executive Session.
 4. Mr. Faccenda requested that the Board adopt Resolution No. 2022-05, recognizing the service of Mr. Kevin Fisher. A motion to approve was made by Mr. Konkus, and seconded by Mr. McHugh. The motion passed unanimously.

This concluded the Personnel Committee Report

B. Finance and Budget Committee: Dylan Mace:

1. Mr. Mace requested Board approval of the transfers listed under Agenda Item 11B (1)(a) and 11B (1)(b), as follows:
Item 11B (1)(a): Transfer \$125,148.65 from the Revenue Fund to the PENNVEST Account, *and*
Item 11B (1)(b): Transfer \$86,459.52 from the Sick Pay Reserve Account to the Revenue Fund.

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.

12. Requisitions:

Mr. Caroline requested Board approval of the following Requisition:

A: Approve Capital Improvement Fund Requisition No. 89, in the amount of \$19,112.45: A motion to approve was made by Mr. Konkus, and seconded by Mr. Wolinsky. The motion passed unanimously.

13. Board Member Comments:

A. Mr. Faccenda stated that Mr. Fisher's retirement luncheon was great, and he thanked Mr. Gorski and Mrs. Wtorkowski for planning the event. Mr. Faccenda stated that he was sorry that he had to leave before the speeches.

14. Executive Session:

A. A motion to go into executive session to discuss a matter of personnel was made by Mr. Konkus, and seconded by Mr. Lapia. The motion passed unanimously. The executive session began at 6.21 P.M.

A motion to return to the regular order of business was made by Mr. Lapia and seconded by Mr. Konkus. The motion passed unanimously. The Board returned to the regular meeting at 6:32 P.M. The item discussed was a personnel matter.

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 6.32 P.M.



Johanna Wtorkowski, Assistant Secretary-Treasurer

MEMORANDUM

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

FROM: Kevin McHugh

DATE: June 16, 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:

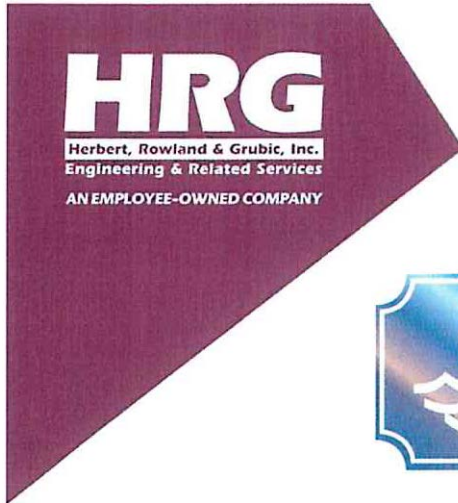
Employee of JLB Holding, Inc., a supplier who made repairs to Manhole No. 5, that was related to the purchase and installation of a Duperon compactor and transducers.

Subject to be acted upon:

Authorize the purchase of a Duperon compactor, transducers, and installation, from Duperon, at a cost of \$38,111.55, plus shipping.



(Member's Signature)



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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: May 2022
HRG Client Number: 008234
JUNE 16, 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 has been engaged on various conversations with Authority staff regarding service area and the landfill agreement.

Planning Module Reviews (.0428)

- > Meadow Road Sewer Extension (3 EDUs)
- > Rhodin Plan (1 EDU)

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 will prepare a proposal for additional work upon draft permit issuance. HRG anticipates the permit to request TRE and WQBEL Reports.

Previously:

- > HRG worked with WWMA to prepare a final Sampling Plan and with CWM Environmental to confirm sample reporting limits and costs.
- > 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.

WWTP EVALUATION STUDY

- > HRG met with Staff to outline projected EDUs in the service area, and HRG is finalizing the 20-year EDU calculations.
- > HRG received the Wade Trim model information and has drafted a BiowIn model of existing plant conditions. In accordance with the executed proposal, HRG will use the model to evaluate different design scenarios along with proposed flows.

Capital Projects

CHEMICAL ADDITION PROJECT

- > HRG briefly reviewed the project with Authority staff and shall continue discussions in the future. HRG will explore chemical addition options as part of the WWTP Evaluation Study.

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
Ms. Johanna Wtorkowski

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



Construction Status Report

Report Period: May-22

Prepared By: BJB
 Date: Jun 8, 2022

Total Days: 730
 Days Expended: 378
 Days Remaining: 352

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

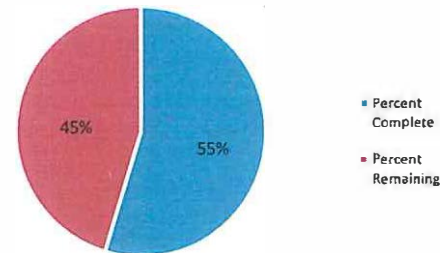
Contract	Contract Award	B Approved Change Orders	C=(A+B) Current Contract Amount	D Value of Work Completed to Date	E =(D/C) Percent Complete	F=100-E Percent Remaining	F =(B/C) Percent Change Orders
Kukurin Contracting, Inc.	\$ 4,744,447.00	\$ 51,250.79	\$ 4,795,697.79	\$ 2,622,149.71	55%	45%	1%

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 05/02, 05/03, 05/24, 05/25, 05/26, to complete CCTV inspection with subcontractor (Insight Pipe), as well as Paintertown Interceptor Manhole Punchlist items.
 - KCI now back on site working on punch list items and restoration on Paintertown Interceptor
 - One pipe segment failed during the CCTV inspection and will be replaced by KCI
 - Virtual check-in meetings were held on 05/05/22 and 05/19/22.
 - Total Number of Construction Meetings:
 (6) Virtual Check-ins after bid during pipe shortage, (1) Preconstruction, (13) Construction Progress Meetings
 (2) Construction Meeting in May

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