

WESTERN WESTMORELAND MUNICIPAL AUTHORITY

REGULAR MONTHLY MEETING – DECEMBER 15, 2022

The Board of Directors of the Western Westmoreland Municipal Authority held a regular monthly meeting on Thursday, December 15, 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. Joseph Lapia
Mr. Dylan Mace	Mr. Kevin McHugh	Mr. Bob Regola
Mr. Tim Watson	Mr. Mark Wolinsky	

Late Arrival:

Mr. Charles Konkus: 6:02 P.M.

Absent:

Mrs. Barbara McIntyre

Others in Attendance:

Mr. Matthew Racunas, Solicitor  
Mr. Chad Hanley, Consulting Engineer  
Mr. Stanley A. Gorski, Jr., Authority 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. Communications: None

5. Secretary's Report: Due to Mrs. McIntyre's absence, Mrs. Wtorkowski requested the following:

- A. Approval of the Minutes for the October 20, 2022 meeting, as presented. A motion to approve was made by Mr. Lapia, and seconded by Mr. Wolinsky. The motion passed, 8-0, with an abstention by Mr. Watson, who did not attend the meeting.
- B. Approval of the Minutes for the November 14, 2022 meeting, as presented. A motion to approve was made by Mr. Wolinsky, and seconded by Mr. Lapia. The motion passed, 8-0, with an abstention by Mr. Watson, who did not attend the meeting.

6. Treasurer's Report – Tim Watson:

Mr. Watson requested the approval of the following requisitions:

- A. Revenue Fund Requisition No. 409 Scott Electric: \$181.27. A motion to approve was made by Mr. Wolinsky, and seconded by Mr. Gilbert. The motion passed, 8-0, 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. 410 Stone & Co.: \$61.43. A motion to approve was made by Mr. Wolinsky, and seconded by Mr. Lapia. The motion passed, 8-0, with an abstention by Mr. Mace, who is an employee of Stone & Co. A memorandum, signed by Mr. Mace, is attached to these minutes.
- C. Revenue Fund Requisition No. 411: \$161,023.66: A motion to approve was made by Mr. Gilbert, and seconded by Mr. Wolinsky. The motion passed unanimously.

This concluded the Treasurer's report.

7. Authority Manager's Report – Stanley Gorski, Jr.:

A. Monthly Update:

1. Mr. Gorski reported that there were no NPDES violations nor by-pass events for the month of November 2022. There was a maximum rainfall event on November 11, 2022, resulting in 1.94" of rainfall, with 43,000 gallons of effluent being pumped to the equalization (EQ) tank.
2. Plant maintenance is up to date.

B. COA-Phase III Project:

1. Mr. Gorski requested Board approval and authorization of submittal to PENNVEST Pay Estimate No. 11, in the amount of \$179,242.37, as submitted by Kukurin Contracting, Inc., for the period ending

November 25, 2022. A motion to approve was made by Mr. Wolinsky, and seconded by Mr. Regola. The motion passed, 7-0, with abstentions by Mr. Konkus, who is an employee of Scott Electric, a supplier to the contractor, and by Mr. Mace, who is an employee of Stone & Co., a supplier to the contractor. Memoranda, signed by Mr. Konkus and Mr. Mace, are attached to these minutes.

- C. Mr. Gorski requested Board authorization for the rebuilding of the motor for Blower #6 on the Aeration Tanks, with work to be completed by United Industrial Group, at a cost of \$5,575.00. This is the blower for which the blower block was sent for repair. A motion to approve was made by Mr. Wolinsky, and seconded by Mr. Lapia. Mr. Lapia asked Mr. Gorski if there was a warranty on the rebuilding of the pump. Mr. Gorski stated that there is a one-year warranty on the rebuild. The motion passed unanimously.
- D. Mr. Gorski requested Board approval of the Pro-Tech Complete Agreement with Exelos for IT and cybersecurity services for the period from January 1, 2023 through December 31, 2024. A motion to approve was made by Mr. Mace, and seconded by Mr. Gilbert. Mr. Lapia asked if a multi-year agreement could be obtained. Mrs. Wtorkowski stated that this is a two-year agreement. Mr. Gorski stated that Exelos cannot go out further than that, due to rising costs. The motion passed unanimously.
- E. Mr. Gorski requested that the Board authorize the purchase and installation of four (4) powder-coated steel overhead garage doors for the Sludge Processing Building, from Eastern Door Controls, Inc., at a COSTARS price of \$65,800.00. A motion to approve was made by Mr. Gilbert, and seconded by Mr. Wolinsky. Mr. Watson asked if Eastern Door Controls will take the old doors. Mr. Gorski stated that Eastern will dispose of the old doors. The motion passed unanimously.
- F. Mr. Gorski requested that the Board authorize emergency repairs to the Primary Clarifiers, consisting of the installation of baffles, weirs, and launders, with the vendor who provides the lowest quote completing the installation. Mr. Gorski has received quotes from Kukurin Contracting (\$39,250.00) and Wayne Crouse (\$46,120.00). A motion to approve was made by Mr. Regola, and seconded by Mr. Lapia. Mr. Konkus asked what happened to the equipment. Mr. Gorski stated that the Authority purchased the necessary equipment after the bids for the Primary Clarifier Rehabilitation Project came in at \$1.6 million. The replacement was held off for as long as possible, but the repairs must be made. The motion passed unanimously.
- G. COA-Phase III Project Updates:
  1. Kukurin is currently working on Manhole #27 in the Bushy Run Interceptor. They have three more manholes to install, at which time they will move to the Manor Interceptor, which is the final phase of the project.
- H. Mr. Gorski reported that he submitted the 2023 Tap Request to the PaDEP on November 26, 2022, requesting 294 taps. Mr. Gorski received approval of all 294 taps on November 28, 2022.
- I. Mr. Gorski reported that he completed his review of the Authority's website yesterday, and will meet with Mr. Tack Hammer, formerly of Exelos, to determine how to proceed. Mr. Gorski stated that the Authority should develop a mission statement, while upgrading the website.
- J. Mr. Gorski reported that the plant was heading for a nitrite lock. The situation was caught in time, and air was reduced, taking the plant out of nitrite lock.
- K. Mr. Gorski reported on the 2023 bidding thresholds. They are as follows:
  - Purchases in amounts less than \$12,100.00 require no formal price quotes.
  - Purchases between \$12,100.00 and \$22,500.00 require three written or telephonic price quotes.
  - Purchases over \$22,500.00 require formal bidding.
- L. Mr. Gorski thanked the Board for the Christmas party that was held for the Authority employees on December 14, 2022.

This concluded the Authority Manager's report.

#### 8. Consulting Engineer

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

1. Mr. Hanley reported that he and the previous engineer have been researching to find permit documents related to the Wet Weather Improvements Project that was completed during 2004 and 2005. Mr. Hanley has submitted a file review request with the PaDEP to review their documents, in an attempt to locate the NPDES Permit and Water Quality Permit information. Mr. Hanley stated that there are references to a maximum allowed flow of 7.25 mg. This number is not typically approved by the PaDEP, and Mr. Hanley feels that this number may refer to a maximum-per-month limit. If this number is correct, it will have a positive effect on design considerations for a plant upgrade.
2. Mr. Hanley requested Board approval of the 2022 Sewer System Annual Report and 2023 Budget, which was distributed on December 9, 2022. A motion to approve was made by Mr. Konkus, and seconded by Mr. Wolinsky. The motion passed unanimously.
3. Mr. Hanley requested that the Board adopt Resolution No. 2022-10, authorizing the Authority to apply for a COVID-19 ARPA PA Small Water and Sewer Program grant in the amount of \$300,000.00 for the Instrumentation and Process Improvements Project. A motion to approve was made by Mr. Konkus, and

seconded by Mr. Wolinsky. Mr. Lapia asked why the Resolution assigns authorization to the Assistant Secretary-Treasurer and not the Board Secretary to act on behalf of the Authority regarding this grant application. Mr. Racunas stated that he did not write the Resolution, but assumed that the assignment was made for convenience. Mr. Regola stated that he deals with clients on a daily basis regarding grant applications, and typically, the role is assigned to someone who is available on a daily basis to answer questions. Mr. Hanley explained that, since this pertains to a grant application, there would be no loan agreement, only acceptance of grant money. A brief discussion followed. The motion passed unanimously.

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

9. Solicitor's Report – Matthew Racunas:

- A. Mr. Racunas reported that a meeting was held with representatives of Waste Management. Mr. Racunas explained that the engineering work on the plant upgrade needs to be completed before decisions regarding the landfill can be made. Mr. Racunas stated that, after review of the agreement with the landfill, he feels that a new agreement will need to be prepared. This will make it simple for future Authority Boards and future management of Waste Management to understand the terms of the agreement. Mr. Lapia asked if it has been determined that keeping the landfill in the system was beneficial to the Authority. Mr. Hanley explained that HRG is currently looking at PFAS, as well as conducting a study to determine the UV effects of leachate transmittance from the landfill. Mr. Hanley stated that Waste Management has expended a considerable amount of money to reduce ammonia in the leachate. If the system proves to be successful, the ammonia load could be substantially lower than current levels. Mr. Racunas stated that he does not see anything that would indicate that it would be beneficial for the Authority to remove the landfill from the system. Mr. Racunas stated that the representatives of the landfill are working with the Authority. A discussion followed.
- B. Mr. Racunas reported that he is looking at service area territory issues.
- C. Mr. Racunas is reviewing the Authority's drug and alcohol policies, in preparation for the upcoming labor contract negotiations.
- D. Mr. Caroline stated that the Penn Township Sewage Authority has made final changes to their maps, and Mr. Caroline will get those revised maps to Mr. Hanley.

This concluded the Solicitor's report.

10. Reports of Committees:

- A. Personnel Committee: Joseph Lapia: There was no report. Mr. Lapia stated that the Personnel Committee anticipates meeting in January 2023 to discuss two issues that Mr. Racunas mentioned, in addition to positions.
- B. Finance and Budget Committee: Dylan Mace:
  1. Mr. Mace requested Board approval of transfer in the amount of \$125,756.69 from the Revenue Fund to the PENNVEST Account. 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.

11. Requisitions:

Mr. Caroline requested Board approval of the following Requisitions:

- A. Approve Capital Improvement Fund Requisition No. 98, in the amount of \$33,798.42: A motion to approve was made by Mr. Konkus, and seconded by Mr. Wolinsky. The motion passed unanimously.
- B. Approval of a correction to PENNVEST Loan No. 75375, COA-Phase III Project, Requisition No. 7, and authorize submission to PENNVEST, from \$151,828.23 to \$151,828.13. A motion to approve was made by Mr. Konkus, and seconded by Mr. Lapia. The motion passed unanimously.
- C. Approval of PENNVEST Loan No. 75375, COA-Phase III Project, Requisition No. 8, and authorize submission to PENNVEST: \$179,242.37. A motion to approve was made by Mr. Wolinsky, and seconded by Mr. Gilbert. The motion passed, 7-0, with abstentions by Mr. Konkus, who is an employee of Scott Electric, a supplier to the contractor, and by Mr. Mace, who is an employee of Stone & Co., a supplier to the contractor. Memoranda, signed by Mr. Konkus and Mr. Mace, are attached to these minutes.

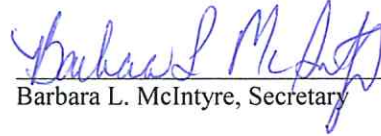
12. Board Member Comments:

- A. Mr. Caroline thanked Mr. Watson for his years of service on the Authority Board, stating that it has been a pleasure serving with Mr. Watson, and that he hopes that the person who will replace him will be as dedicated, easy to work with, kind, and interesting as Mr. Watson. Mr. Wolinsky and Mr. McHugh concurred with Mr. Caroline.

B. Mr. Watson thanked Mrs. Wtorkowski for her assistance, and he said that it was a pleasure to sign checks every week. Mr. Watson stated that he was proud to work with the Authority, and he respects all of the Board Members.

13. Executive Session: None

14. A motion to adjourn was made by Mr. Lapia, and seconded by Mr. Konkus. The motion passed unanimously. The meeting was adjourned at 6:44 P.M.



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Barbara L. McIntyre, Secretary

MEMORANDUM

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

FROM: Charles T. Konkus  
DATE: December 15, 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. 409, Scott Electric, in the amount of \$181.27.

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

MEMORANDUM

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

FROM: Charles T. Konkus

DATE: December 15, 2022

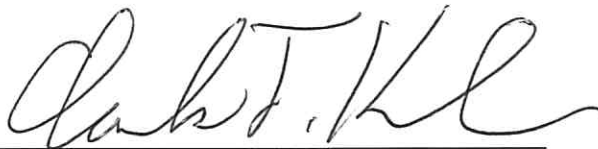
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Nature of Possible Conflict:

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. 11 in the amount of \$179,242.37, as submitted by Kukurin Contracting, Inc., for the period ending November 25, 2022.



(Member's Signature)

MEMORANDUM

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

FROM: Charles T. Konkus

DATE: December 15, 2022


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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:

Approve PENNVEST, Loan No. 75357, COA-Phase III Project, Requisition No. 8, and authorize submission to PENNVEST, in the amount of \$179,242.37.

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

MEMORANDUM

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

FROM: Dylan Mace

DATE: December 15, 2022

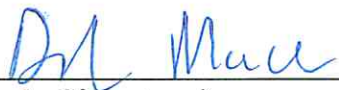
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Nature of Possible Conflict:

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

Subject to be acted upon:

Approve Revenue Fund Requisition No. 410, Stone & Co., in the amount of \$61.43.

  
(Member's Signature)



MEMORANDUM

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

FROM: Dylan Mace

DATE: December 15, 2022

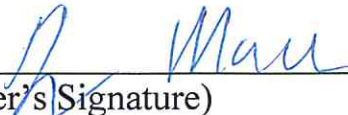
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Nature of Possible Conflict:

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. 11 in the amount of \$179,242.37, as submitted by Kukurin Contracting, Inc., for the period ending November 25, 2022.

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

MEMORANDUM

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

FROM: Dylan Mace

DATE: December 15, 2022


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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:

Approve PENNVEST, Loan No. 75357, COA-Phase III Project, Requisition No. 8, and authorize submission to PENNVEST, in the amount of \$179,242.37.

  
\_\_\_\_\_  
(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: December-22

Prepared By: AEE  
 Date: Dec 5, 2022

Total Days: 730  
 Days Expended: 562  
 Days Remaining: 168

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	\$ 60,494.04	\$ 4,804,941.04	\$ 3,674,769.33	76%	24%	1%

Retainage: 5% \$ 183,738.47  
 Net Amount Earned to Date: \$ 3,491,030.86  
 Previous Payments: \$ 3,311,788.49  
**Balance Due This Pay Period: \$ 179,242.37**

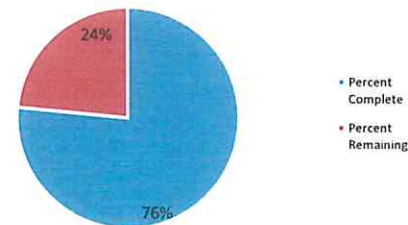
**Balance to Finish Plus Retainage: \$ 1,313,910.18**

**COMMENTS:**

**Work Completed This Period:**

- 1,445 LF of ACP Sewer Pipe was removed and disposed.
- 4 manholes were removed
- 205 LF of ACP Sewer Pipe and 1 manholes were discontinued from use
- 1,445 LF of 30" Sewer Pipe - Type A was installed
- 46 LF of 6" sewer pipe was installed. 1 connections to existing Municipal Sewer were completed. 1 6" Insert-a-tees were installed.
- 113.50 LF of concrete encasement was placed for the 30" sewer .
- 54.56 VF of 60" manhole was installed.
- 3 8" manhole drop connection installed.
- 21 SY of full depth concrete pavement and 359 SY of full depth asphalt pavement installed.
- 4,555 SY of seeding and mulching was completed.
- Construction meeting held on 11-22-2022.
- Total Number of Construction Meetings:  
 (6) Virtual Check-ins after bid during pipe shortage, (1) Preconstruction, (20) Construction Progress Meetings
- Total Number of full Inspector Days: 202.5, 19 in November

**Project Status**



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

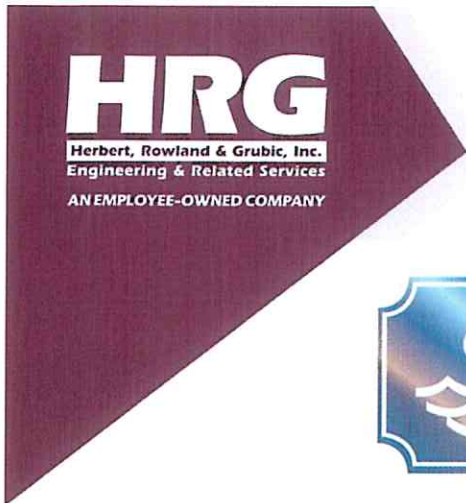


Kukurin Contracting, Inc.  
 Current Contract Amount w/ Approved Change Orders: \$ 4,804,478.92

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.
	04	Strapping Down Manholes	\$ 822.63				Proposal provided for ~\$820 / manhole. WWMA to strap down 7 manholes internally, one manhole (RM-01) to be strapped down by KCI. Incorporated on Change Order No. 3, Approved at Board Meeting on 10.20.22
	05	Broken 8" Water Line	\$ 7,958.50				Submitted by KCI on 10.04. Currently under review. Incorporated on Change Order No. 4, Approved at Board Meeting on 10.20.22

**TOTAL** \$ 60,031.92 \$ - \$ - \$ -  
 TOTAL Approved as % of Contract Value: 1.25%  
 TOTAL Approved & Pending as % of Contract Value: 1.25%



220 West Kensinger Drive, Suite 100  
Cranberry Township, PA 16066  
724.779.4777  
www.hrg-inc.com



## CONSULTING ENGINEER'S REPORT

Western Westmoreland Municipal Authority

Attn: Mr. Stan Gorski, Jr.  
Report Period: November 2022  
HRG Client Number: 008234

DECEMBER 15, 2022 AUTHORITY MEETING

### Retainer Services (.0426)

- > HRG assisted with the 2023 budget preparation.
- > HRG will provided a draft Annual report for the Staff's and Board's review on December 9; it is due by December 20.

### General Services (.0427)

- > HRG reviewed hydrogen sulfide issues in the centrifuge room and investigated potential solutions.
- > HRG is assisting with locating additional vendors for Carbon media for the odor control units.
- > HRG has prepared a resolution for the Small Water and Sewer grant program for the process improvements project.

### Planning Module Reviews (.0428)

- > Three planning module reviews were completed in November.

### 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.

- > The Draft Permit has not been received, nor published for public comment.
- > No significant updates. Previously:
  - All sample data has been received and reviewed; HRG provided the data to DEP on August 24 following the virtual meeting with DEP, WWMA, and HRG.
  - A summary letter dated September 8 was provided to the Board. The letter details background information, sampling results, and anticipated next steps.
- > HRG will prepare a proposal for additional work upon draft permit issuance. HRG anticipates the permit to request TRE and WQBEL Reports.

## WWTP Process Improvements (.0430)

### LSA GRANT APPLICATION

- > No updates. Previously, HRG submitted the grant application on March 15 regarding plant instrumentation and SCADA upgrades. Responses are anticipated in Fall 2022.

### COVID-19 ARPA PA SMALL WATER AND SEWER PROGRAM GRANT APPLICATION

- > HRG has prepared a resolution to apply for this grant which is due on December 21 for the plant instrumentation and SCADA upgrade project. HRG will finalize the application and submit. Responses are anticipated in Fall 2023.

### WWTP EVALUATION STUDY

- > HRG met on November 16<sup>th</sup> with Penn Township to discuss realistic assumptions for future EDUs. HRG will use these projections for the future modelling scenarios.
- > HRG continued to update BioWIN modeling with interceptor and WWTP data gathered by WWMA staff.
- > HRG and WWMA staff will be reviewing the past Wet Weather Improvements Project to determine affects it may have had on WPCP peak flow rating.
- > HRG has suggested that the Authority complete PFAS testing of the Valley Landfill effluent in order to establish a baseline.
- > HRG has suggested that the Authority complete sampling of the secondary clarifier effluent (pre-disinfection) and send samples to a lab to determine the UV transmittance value; this will aid in future considerations for disinfection types.

## GIS Services (.0431)

- > No updates

## Small Capital Projects (.0432)

### GARAGE DOOR REPLACEMENT

- > HRG worked with Authority on the quotes received and has determined that the best path forward to reduce the project cost and ensure the Authority gets the types of doors required is to utilize the COSTARS program.

### PRIMARY CLARIFIER EQUIPMENT REPLACEMENT

- > HRG has reviewed the condition of the launders and weirs and has determined that the installation of the new equipment should be expedited and completed as quickly as possible. The failure of the equipment is eminent and will have an adverse effect on the WWTP's ability to treat wastewater. Therefore, HRG is recommending that an emergency repair be completed and that a contractor is engaged for the work as soon as practicable. HRG will provide a formal letter for the Authority's files of this recommendation.

### CHEMICAL ADDITION PROJECT

- > No changes. 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

HERBERT, ROWLAND & GRUBIC, INC.



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

CEH/LBL  
R008234.0426

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c: Ms. Johanna Wtorkowski