

Western Westmoreland Municipal Authority
Agenda – January 19, 2023 Regular Monthly Meeting

1. Roll Call
2. Pledge of Allegiance
3. Public Comment – Any public comment in regard to agenda item
4. Communications
5. Report of Secretary
 - A. Approval of Minutes of the Regular Monthly Meeting of December 15, 2022
6. Report of Treasurer
 - A. Approval of Revenue Fund Requisition No. 412 Scott Electric: \$115.35
 - B. Approval of Revenue Fund Requisition No. 413: \$296,356.96
7. Report of Authority Manager
 - A. Update on general liability insurance coverage, presented by Mr. Ron Flick and Mr. Stephen Flick
 - B. Monthly Update
 - C. Adopt Resolution No. 2023-01, Declaring that Designated Public Records of the Authority are Approved for Disposition
 - D. COA-Phase III Project:
 1. Project Update
 2. Approval and submittal to PENNVEST of Pay Estimate No. 12 in the amount of \$101,958.99, as submitted by Kukurin Contracting, Inc. for the period ending 12/30/22
 - E. Request approval for upgrades to Authority website, with work to be completed by Exelos, at a cost not to exceed \$5,000.00
 - F. Authorize the renovations of the conversion of the old laboratory to a break room, the conversion of the existing break room to a plant operations center, and the replacement of the floor in the Control Building lunch room, plant operations center, hallway, and lobby, at a cost not to exceed the amounts listed in the approved Capital Budget
8. Report of Consulting Engineer: Herbert, Rowland & Grubic, Inc. (HRG)
 - A. Monthly Update
 - B. Approval of the Semi-Annual Transfer from the Revenue Fund to the Capital Improvement Fund: \$270,346.50
9. Report of Solicitor
 - A. Monthly Update
10. Reports of Committees
 - A. Personnel Committee
 1. Presentation of and Possible Board Action regarding the Proposed Management Employee Benefits and Salary Policy
 2. Approve Job Description and Set Salary for Operations and Compliance Manager

Western Westmoreland Municipal Authority
Agenda – January 19, 2023 Regular Monthly Meeting, Continued

B. Finance and Budget Committee

1. Request approval of the fund transfers listed under Agenda Item 10B (1) (a) and 10B (1) (b), and investment listed under Agenda Item 10B (1) (c):
 - a. Authorize a transfer in the amount of \$125,942.15 from the Revenue Fund to the PENNVEST Account, *and*
 - b. Authorize a transfer in the amount of \$30,000.00 from the Revenue Fund to the Sick Pay Reserve Account, *and*
 - c. Authorize the purchase of a Capital Improvement Fund two-month United States Treasury Bill, in the amount of \$7,735,000.00, providing the interest rate is positive.
2. Approve Liability Insurance Policy with EMC Insurance for the Period from 02/17/23 through 02/17/24, in the Amount of \$47,827.00.

Quotes:

EMC Insurance	\$47,827.00
Selective Insurance	\$63,478.00

PIRMA did not submit a quote, stating that they could not beat EMC's quote.

C. Legal and Engineering Services Committee

11. Requisitions:

- A. Approval of Capital Improvement Fund Requisition No. 99: \$41,489.22
- B. Approval of PENNVEST, Loan No. 75375, COA-Phase III, Requisition No. 9, and authorize submission to PENNVEST: \$101,958.99

12. Board Member Comments

13. Executive Session

14. Adjournment