

Western Westmoreland Municipal Authority  
 Agenda – Regular Monthly and Annual Reorganizational Meeting  
 February 20, 2020

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1. Roll Call
2. Pledge of Allegiance
3. Public Comment – Any public comment in regard to agenda item
4. Communications
  - A. Pennsylvania State Ethics Statement of Financial Interest Forms for the Year 2019 are due by May 1, 2020.
  - B. PMAA Board Member Training Seminar is scheduled for Wednesday, March 25, 2020, at the DoubleTree by Hilton, in Mars, PA.
5. Reorganization
  - A. Appointment of Officers
    1. Chairman (Currently Stanley J. Caroline, Jr.)
    2. Vice-Chairman (Currently Charles T. Konkus)
    3. Secretary (Currently Barbara L. McIntyre)
    4. Treasurer (Currently Howard T. (Tim) Watson)
    5. Assistant Secretary-Treasurer (Non-Voting) (Currently Johanna Wtorkowski)
  - B. Appointment of Solicitor (Currently Campfield & Ferraro)
  - C. Appointment of Consulting Engineer, and Authorization for General Manager to Sign Engineering Services Contract on Behalf of the Authority (Currently Wade Trim, Inc.)
  - D. Appointment of Auditor (Currently Opst & Associates, LLC)
  - E. Appointment of Trustee (Currently U.S. Bank)
  - F. Appointment of Bond Counsel (Currently Clark Hill)
  - G. Appointment of Financial Advisor, and approve financial services agreement, in the annual amount of \$1,200.00 (Distributed on 02/18/2020) (Currently CIM Investment Management, Inc.)
  - H. Appointment of Depository Bank (Currently First National Bank)
  - I. Assignment of Committee Members by Chairman: Three (3) Board Members assigned to each committee (Members of each committee will select committee Chairman/Chairwoman.)
    1. Legal and Engineering Services Committee
    2. Finance and Budget Committee
    3. Personnel Committee
6. Report of Secretary
  - A. Approval of Minutes of Regular Meeting of January 16, 2020 (Distributed on 02/14/2020)
7. Report of Treasurer – (Distributed on 02/14/2020)
  - A. Approval of Revenue Fund Requisition No. 336 Scott Electric: \$720.41
  - B. Approval of Revenue Fund Requisition No. 337: \$261,795.15
8. Report of General Manager
  - A. Approve the Following COA-Phase III Project Right-of-Way Agreement:

Earl W. and Doris J. McKeever	54-05-00-0-010	PT-RW-18	Paintertown Interceptor	\$500.00
Total				\$500.00

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- B. COA-Phase III Project: Right-of-Way Status Report
  - C. Ratify payment in the amount of \$7,356.00 to JLB Holding, Inc., for emergency repair of potable water line.
  - D. Authorize Advertisement for Bids for the Switchgear Replacement Project
  - E. Approve the quote submitted by Mockenhaupt Benefits Group for the completion of the biennial Actuarial Report for Other Postemployment Benefits Other than Pension, as of January 1, 2020, at a cost of \$3,500.00 (Distributed on 02/14/2020).
- 9. Report of Assistant Manager
  - 10. Report of Consulting Engineer (Distributed on 02/14/2020)
  - 11. Report of Solicitor
    - A. Cavittsville-Ardara System Discussion
  - 12. Reports of Committees
    - A. Personnel Committee
      - 1. Approve Employment Agreements for the General Manager, the Assistant Manager, and the Finance Director
      - 2. Approve Salary amount for the Administrative Assistant
    - B. Finance and Budget Committee (Distributed on 02/14/2020)
      - 1. Request approval of the fund transfer, listed under Agenda Items 12B (1) (a), and investments listed under Agenda Items 12B (1) (b) and (c):
        - a. Authorize a transfer in the amount of \$140,243.83 from the Revenue Fund to the PENNVEST Account, *and*
        - b. 2015/2016 Capital Improvement Fund one-month United States Treasury Bill, in the amount of \$4,592,000.00, *and*
        - c. 2016 Construction Fund one-month United States Treasury Bill, in the amount of \$2,016,000.00.
    - C. Legal and Engineering Services Committee
  - 13. Requisitions and PENNVEST Payments
    - A. Approval of Requisitions listed under agenda item 12A (1) and 12A (2):
      - 1. 2015/2016 Capital Improvement Fund Requisition No. 56, and authorize submission to PENNVEST: \$27,928.53, *and*
      - 2. 2016 Construction Fund Requisition No. 54, and authorize submission to PENNVEST: \$203.50.
  - 14. Board Member Comments
  - 15. Executive Session Regarding Personnel Matters, COA-Phase III Project Rights-of-Way/Declarations of Taking, Property Acquisition, and Potential Litigation
  - 16. Adjournment