

WESTERN WESTMORELAND MUNICIPAL AUTHORITY

REGULAR MONTHLY MEETING – MARCH 16, 2023

The Board of Directors of the Western Westmoreland Municipal Authority held a regular monthly meeting on Thursday, March 16, 2023 at 6:00 P.M. in the Authority conference room, duly advertised, as required, and with the following persons in attendance:

1. Roll Call 6:03 P.M.:

Board Members in Attendance:

Mr. Stanley Caroline, Jr.	Mr. Charles Gilbert	Mr. Charles Konkus
Mr. Joseph Lapia	Mr. Dylan Mace	Mr. Bob Regola
Mr. John Slivka	Mr. Mark Wolinsky	

Absent:

Mr. Kevin McHugh	Mrs. Barbara McIntyre
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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: Secretary's Report: Due to Mrs. McIntyre's absence, Mrs. Wtorkowski requested the following:

- A. Approval of the Minutes for the February 16, 2023 regular monthly and annual reorganizational meeting, as presented. A motion to approve was made by Mr. Konkus, and seconded by Mr. Lapia. The motion passed unanimously.

This concluded the Secretary's Report.

6. Treasurer's Report – Charles Konkus:

Mr. Konkus requested the approval of the following requisitions:

- A. Revenue Fund Requisition No. 417: Scott Electric: \$333.09: A motion to approve was made by Mr. Wolinsky, and seconded by Mr. Regola. The motion passed, 7-0, 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. 418: Stone & Co.: \$32.65: A motion to approve was made by Mr. Gilbert, and seconded by Mr. Wolinsky. The motion passed, 7-0, with an abstention by Mr. Mace, who is an employee of Stone & Company. A memorandum, signed by Mr. Mace, is attached to these minutes.
- C. Revenue Fund Requisition No. 419: \$450,864.59: A motion to approve was made by Mr. Wolinsky, and seconded by Mr. Gilbert. The motion passed unanimously.

This concluded the Treasurer's report.

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

- A. Mr. Gorski reported that there were no NPDES violations nor plant by-passes during February. Average plant flow was 3.13 mgd, and total rainfall was 1.76".
- B. COA-Phase III Project:
1. As of March 9, 2023, all pipe and manholes have been installed. The contractor has moved to mandrel testing. Authority personnel walked the interceptor, and submitted a final punch list to the contractor, today.
 2. Mr. Gorski requested Board approval and authorization of submittal to PENNVEST: Pay Estimate No. 14, in the amount of \$178,740.27, as submitted by Kukurin Contracting, Inc., for the period ending February 28, 2023. A motion to approve was made by Mr. Wolinsky, and seconded by Mr. Regola. The motion passed, 6-0, 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. The PaDEP lab inspection, which is conducted every three (3) years, was conducted, yesterday. The inspection went well, with only a few minor changes. The report will be submitted to the Authority within thirty (30) days, and the Authority will have sixty (60) days in which to respond. Mr. Gorski commended the lab employees for their work in preparing for the inspection.
- D. The Department of Homeland Security will be on-site on March 21, 2023, to conduct an inspection. There is no cost for the inspection.
- E. To date, the Authority has received eight (8) resumes for the position of Operations and Compliance Manager. Two (2) of the applicants possess skills related to the position. Resumes will be accepted through April 7, 2023.
- F. The Authority locked in a new rate for electric service, for a period of two (2) years, resulting in a rate reduction of 42%.
- G. Mr. Gorski stated that he has a couple of personnel-related issues to discuss during the Executive Session.
- H. Mr. Gorski stated that he will be requesting approval to purchase replacement windows for the new lunch room and the Authority Manager's office at the April 20, 2023 meeting.

This concluded the Authority Manager's report.

8. Consulting Engineer: Chad Hanley, HRG:

Mr. Hanley reviewed his written report dated March 16, 2023.

A. Monthly Update:

- 1. Mr. Hanley reported that HRG is working on the Chapter 94 Report, which is due on March 31, 2023.
- 2. NPDES Permit Renewal:
 - a. Mr. Hanley reported that there has been no word from the PaDEP regarding the Authority's NPDES permit renewal.
- 3. WWTP Project Scoping and Review:
 - a. There is nothing to report.
- 4. Local Share Account-Category 4 Facilities Program (LSA) Grant:
 - a. Mr. Hanley reported that the Authority has been awarded the full amount requested (\$300,000.00) for the LSA Grant. Mr. Hanley will be working with Mr. Gorski to determine the best use of the funds, stating that he wants the work to live beyond a plant expansion. Mr. Hanley stated that he thinks that this is a matching grant, meaning that the Authority must match the amount with Authority funds, but the Authority could apply design costs toward its matching portion. Mr. Regola corrected Mr. Hanley, stating that the grant does not contain a matching component, and engineering and contingencies are built into the grant.

Mr. Konkus asked Mr. Hanley what the EPA's announcement regarding PFAS means for the Authority. Mr. Hanley stated that HRG intends to check the effluent from the landfill for PFAS, but there has not been a significant movement regarding PFAS. The regulations that the EPA passed yesterday pertain to water treatment.

- 5. Mr. Hanley requested Board approval of HRG's rate schedule for 2023. A motion to approve was made by Mr. Lapia, and seconded by Mr. Slivka. Mr. Lapia asked Mr. Hanley if he could submit future rate increase requests earlier, so they can be incorporated into the Operating Budget. Mr. Hanley stated that he will provide the rate information in October. The motion passed unanimously.

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

9. Solicitor's Report – Matt Racunas:

- A. Mr. Racunas reported that a meeting has been scheduled with representatives of the landfill for March 23, 2023.
- B. Mr. Racunas has been working on the employment application for the position of Operations and Compliance Manager.
- C. Mr. Racunas has a couple of personnel-related issues that will be discussed during the Executive Session.

This concluded the Solicitor's Report.

10. Reports of Committees:

A. Personnel Committee: Joseph Lapia:

- 1. Mr. Lapia stated that there are a couple of items that will be discussed during the Executive Session, but he has no report.

B. Finance and Budget Committee: Bob Regola:

1. Mr. Regola requested that the Board authorize a transfer in the amount of \$126,131.02 from the Revenue Fund to the PENNVEST Account. A motion to approve was made by Mr. Lapia, and seconded by Mr. Wolinsky. The motion passed unanimously.
2. Mr. Regola requested that the Board authorize the purchase of a Capital Improvement Fund two-month United States Treasury Bill, in the amount of \$7,592,000.00, providing the interest rate is positive. 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: Charles Gilbert: There was no report.

11. Requisitions and PENNVEST Payments:

Mr. Caroline requested Board approval of the following Requisitions:

- A. Approve Capital Improvement Fund Requisition No. 102: Scott Electric, in the amount of \$414.75: A motion to approve was made by Mr. Wolinsky, and seconded by Mr. Lapia. The motion passed, 7-0, 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. Approve Capital Improvement Fund Requisition No. 103, in the amount of \$30,918.01: A motion to approve was made by Mr. Gilbert, and seconded by Mr. Regola. The motion passed unanimously.
- C. Approve PENNVEST, Loan No. 75375, COA-Phase III Project, Requisition No. 11, and authorize submission to PENNVEST: \$178,740.27: A motion to approve was made by Mr. Wolinsky, and seconded by Mr. Lapia. The motion passed, 6-0, 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: None

13. Executive Session: A motion was made by Mr. Konkus, and seconded by Mr. Lapia, to enter into an executive session to discuss personnel matters. The motion passed unanimously. The executive session began at 6:20 P.M.

It is noted that Mr. Hanley left the meeting at this time.

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 6:55 P.M. The items discussed were personnel issues.

14. A motion to adjourn the meeting was made by Mr. Lapia, and seconded by Mr. Mace. The motion passed unanimously. The meeting was adjourned at 6:55 P.M.



Barbara L. McIntyre, Secretary

MEMORANDUM

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

FROM: Charles T. Konkus

DATE: March 16, 2023


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. 417, Scott Electric, in the amount of \$333.09.



(Member's Signature)

MEMORANDUM

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

FROM: Charles T. Konkus

DATE: March 16, 2023

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 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. 14 in the amount of \$178,740.27, as submitted by Kukurin Contracting, Inc., for the period ending February 28, 2023.



(Member's Signature)

MEMORANDUM

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

FROM: Charles T. Konkus

DATE: March 16, 2023


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 Capital Improvement Fund Requisition No. 102: Scott Electric, in the amount of \$414.75.



(Member's Signature)

MEMORANDUM

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

FROM: Charles T. Konkus

DATE: March 16, 2023


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 purchases made by Kukurin Contracting, Inc., contractor for the COA-Phase III Project

Subject to be acted upon:

Approve PENNVEST, Loan No. 75375, COA-Phase III Project, Requisition No. 11, and authorize submission to PENNVEST, in the amount of \$178,740.27.



(Member's Signature)

MEMORANDUM

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

FROM: Dylan Mace

DATE: March 16, 2023

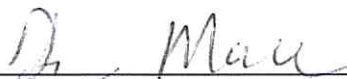
I, the undersigned, Director of Board of the Western Westmoreland Municipal Authority do hereby publicly announce and disclose that due to the following conflict, or possible conflict of interest, I am abstaining from voting of the hereinafter set forth matter coming before the Board of the Western Westmoreland Municipal Authority.

Nature of Possible Conflict:

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

Subject to be acted upon:

Approve Revenue Fund Requisition No. 418, Stone & Co., in the amount of \$32.65.


(Member's Signature)

MEMORANDUM

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

FROM: Dylan Mace

DATE: March 16, 2023


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 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. 75375, COA-Phase III Project, Requisition No. 11, and authorize submission to PENNVEST, in the amount of \$178,740.27.



(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: February-23

Prepared By: BMB
 Date: Mar 10, 2023

Total Days: 730
 Days Expended: 652
 Days Remaining: 78

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	\$ 4,051,182.82	84%	16%	1%

Retainage: 5% \$ 202,559.14
 Net Amount Earned to Date: \$ 3,848,623.68
 Previous Payments: \$ 3,669,883.41
Balance Due This Pay Period: \$ 178,740.27

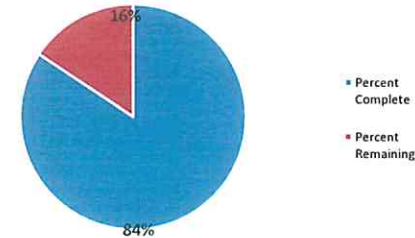
Balance to Finish Plus Retainage: \$ 956,317.36

COMMENTS:

Work Completed This Period:

- 741.5 LF of ACP Sewer Pipe was removed and disposed.
- Removed 6 Existing Manholes
- 763.5 LF of 18" Sewer Pipe - Type A was installed
- 763.5 LF of concrete encasement for 18" Sewer Pipe
- Installed 4 lf of 6" Sewer Pipe - Type A with concrete encasement
- 8.77 VF of 60" manhole was installed.
- 39.89 VF of 4860" manhole was installed.
- 275 LF of Type 1 Streambank stabilization installed
- 440 LF of coffer dam installed i
- Construction meeting held on 2-08-2023.
- Total Number of Construction Meetings:
 (6) Virtual Check-ins after bid during pipe shortage, (1) Preconstruction, (23) Construction Progress Meetings
- Total Number of full Inspector Days: 259.5, 17 in February

Project Status



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



Kukurin Contracting, Inc.

Current Contract Amount w/ Approved Change Orders: \$ 4,804,941.04

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	\$ 8,420.62				Approved at Board Meeting on 10.20.22
	06	18" Drop Connection at RBR30			\$ 2,409.22		Cost breakdown for RBR30 provided by KCI on 2.06. Anticipating Change Order No. 5 to be submitted to the Board at the April 2023 Meeting

TOTAL \$ 60,494.04 \$ - \$ 2,409.22 \$ -
 TOTAL Approved as % of Contract Value: 1.26%
 TOTAL Approved & Pending as % of Contract Value: 1.31%



Herbert, Rowland & Grubic, Inc.
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. Stan Gorski, Jr.
Report Period: February 2023
HRG Project Number: R008234.0426



March 16, 2023 Authority Meeting

RETAINER SERVICES (.0426)

- HRG has continued the preparation of the 2022 Chapter 94 report and is coordinating with the tributary systems. Report is due to DEP by March 31st.

GENERAL SERVICES (.0427)

- No significant updates this month.

PLANNING MODULE REVIEWS (.0428)

- No planning module reviews were completed in February.

NPDES PERMIT RENEWAL (.0429)

PRE-DRAFT PERMIT SURVEY

Previously, HRG assisted the Authority with coordination with DEP and additional sampling to meet the DEP detection limits. All data has been submitted to DEP and HRG anticipates that additional sampling will eliminate at least five (5) of the eleven (11) WQBELs.

- No other 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 significant updates. Previously:

- HRG submitted the grant application on March 15 for the plant instrumentation and SCADA upgrades. Responses were initially anticipated in Fall 2022; however, the CFA meetings have been canceled throughout the fall and winter with the next meeting scheduled in March 2023.
- Mr. Hanley received a call from Representative Eric Nelson on December 29th asking if the Authority would move forward with the project if \$250,000 of the \$300,000 grant request was awarded. Mr. Hanley and Mr. Gorski indicated to Rep. Nelson that the Authority would move forward with the project.

COVID-19 ARPA PA Small Water and Sewer Program Grant Application

- No significant updates. Previously:
 - HRG submitted the grant application for the plant instrumentation and SCADA upgrade project. Responses are anticipated in Fall 2023.

WWTP Evaluation Study

- With the Authority's approval of the additional scope; HRG has continued with the modeling and alternatives analysis work.

GIS SERVICES (.0431)

- HRG completed drafts of the Authority Service Area maps for authority staff review.

SMALL CAPITAL PROJECTS (.0432)

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/kmg

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c: Ms. Johanna Wtorkowski