

WESTERN WESTMORELAND MUNICIPAL AUTHORITY

REGULAR MONTHLY MEETING – NOVEMBER 13, 2023

The Board of Directors of the Western Westmoreland Municipal Authority held a regular monthly meeting on Monday, November 13, 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 6:04 P.M.:

Board Members in Attendance:

Mr. Kurt Bonnet	Mr. Stanley Caroline, Jr.	Mr. Charles Gilbert
Mr. Charles Konkus	Mr. Joseph Lapia	Mr. Dylan Mace
Mr. Kevin McHugh	Mrs. Barbara McIntyre	

Attended virtually, through Microsoft Teams:

Mr. John Slivka

Absent:

Mr. Bob Regola

Others in Attendance:

Mr. Jeff Ries, 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: Barbara McIntyre:

- A. Mrs. McIntyre requested the approval of the minutes for the regular meeting of October 19, 2023. 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. 435: Scott Electric: \$48.74: A motion to approve was made by Mrs. McIntyre, and seconded by Mr. Mace. 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. 436: Stone & Co.: \$59.70: A motion to approve was made by Mrs. McIntyre, and seconded by Mr. Gilbert. 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. 437: \$154,884.93: A motion to approve was made by Mrs. McIntyre, and seconded by Mr. Lapia. 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 October. Average plant flow was 2.46 mgd. Total rainfall was 2.76" for the month.
- B. COA-Phase III Project:
1. The project is complete. Mr. Gorski is tying up the final inspection with Mr. Dale Mills, of the PaDEP. The invoices received from Norfolk Southern for inspections have been paid.
- C. Mr. Gorski requested Board approval to purchase flow meters, sensors, and batteries, from ADS, LLC, at a cost of \$23,954.70. The purchase would include four heads to convert existing meters for wireless data access, and three new meters, with sensors and batteries. This amount reflects a 16.5% discount if the items are purchased before the end of the year. Mr. Lapia stated that the amount exceeds the bidding threshold.

Mr. Gorski explained that the equipment is proprietary. Mr. Hanley stated that he would prepare a letter for the Authority files, indicating that the equipment is proprietary. A motion to approve was made by Mr. Lapia, and seconded by Mr. McHugh. The motion passed unanimously.

- D. Mr. Gorski requested Board approval to purchase a 2024 Chevrolet 3500 regular cab utility work truck from Tri-Star Chevrolet, at a cost not to exceed \$65,000.00. Mr. Gorski stated that there is a four-to-six-month lead time. Mr. McHugh asked Mr. Gorski if the price included the utility body for the truck bed. Mr. Gorski stated that the price included the utility bed. Mr. McHugh asked if the vehicle is 4-wheel drive. Mr. Gorski stated that the vehicle is 4-wheel drive. A motion to approve was made by Mr. Lapia, and seconded by Mr. Mace. The motion passed unanimously.
- E. Mr. Gorski requested Board authorization for the Authority Manager to advertise for sale on Muncibid.com the 2013 Chevrolet 3500 utility truck, with a reserve bid stated. Mr. Gorski stated that the highest trade-in value quoted was \$25,000.00. A motion was made by Mr. Konkus, and seconded by Mr. Gilbert, to authorize the Authority Manager to advertise for the sale of the 2013 Chevrolet 3500 utility truck on Munibid.com, with a minimum bid stated (in the amount) of \$25,000.00. The motion passed unanimously. The reserve bid will be \$25,000.00. Mr. Gorski stated that he will be ordering a new plow for the Authority's existing work truck, because the existing plow will be sold with the 2013 utility truck.
- F. Mr. Gorski requested Board approval to advertise the 2024 regular meeting dates. A motion to approve was made by Mr. Mace, and seconded by Mr. McHugh. Mr. Lapia asked if the last paragraph of the meeting notice should be removed. Mr. Ries stated that the paragraph was a little over-broad, but he did not think that it hurts to include the paragraph. Mr. Ries stated that all items that require Board action should be included on the monthly agendas. The motion passed unanimously.
- G. Mr. Gorski requested Board approval of Mockenhaupt Benefits Group's proposal for the January 1, 2024 Actuarial Valuation of Post-Employment Benefits Other than Pensions (OPEB), in the amount of \$3,200.00. Mr. Lapia asked if the \$3,200.00 was the fee to Mockenhaupt. Mrs. Wtorkowski stated that it was Mockenhaupt's fee to complete the report. A motion to approve was made by Mr. Gilbert, and seconded by Mrs. McIntyre. The motion passed unanimously.
- H. Mr. Gorski requested Board authorization for an employee holiday luncheon to be held on Wednesday, December 20, 2023, at a cost not to exceed \$500.00. A motion to approve was made by Mrs. McIntyre, and seconded by Mr. Bonnet. The motion passed unanimously. Mr. Gorski invited the Board Members to attend the luncheon.
- I. Mr. Gorski requested Board authorization for a retirement luncheon to be held on January 3, 2024, at a cost not to exceed \$500.00, for retiring Chief Operator Rudy Brnilovich. A motion to approve was made by Mrs. McIntyre, and seconded by Mr. Gilbert. The motion passed unanimously.
- J. Mr. Gorski reported that the Consent Order and Agreement (COA) is officially closed.
- K. Mr. Gorski stated that the Board is required to participate in the VIPRE cybersecurity training, as a requirement for the Authority's cybersecurity insurance coverage.
- L. Mr. Gorski reported that he has received two (2) applications for the maintenance position that was advertised, last month. The application period ends on Friday, November 17, 2024, at which time Mr. Gorski will schedule interviews.

This concluded the Authority Manager's report.

8. Consulting Engineer: Chad Hanley, HRG:

A. Update:

- 1. Mr. Hanley stated that HRG has completed the draft of the Authority's Sewer System Annual Report. Mr. Hanley stated that he received one (1) comment, this evening, and he asked that any other comments be submitted promptly. The report must be approved, this evening.
- 2. Mr. Hanley reported that HRG has been working with Authority staff regarding sampling throughout the system with the landfill off-line. Mr. Wolinsky submitted a list of results to HRG, today. Mr. Hanley will review the data. Mr. Hanley will set up some meetings with Authority staff regarding the Process Improvements Project drawings and design.

B. Mr. Hanley requested Board approval of HRG's 2024 rate schedule. A motion to approve was made by Mr. Lapia, and seconded by Mr. Gilbert. The motion passed unanimously.

This concluded the Engineer's report.

9. Solicitor's Report – Jeff Ries:

Mr. Ries stated that there was not report.

10. Reports of Committees:

A. Personnel Committee: Joseph Lapia:

1. Mr. Lapia reported that after the October 19, 2023 meeting, the Authority sent an offer to the Utility Workers Union, and the Union accepted the Authority's offer. Mr. Lapia requested Board approval of the Collective Bargaining Agreement with an effective date of October 1, 2023. A motion to approve was made by Mr. Konkus, and seconded by Mrs. McIntyre. The motion passed unanimously.
2. Mr. Lapia reported that the only remaining item is to include Exhibit "B", the Authority's drug policy, with the agreement. Mr. Gorski stated that Mrs. Wtorkowski forwarded the policy to him, today, and the policy has been added to the agreement.

This concluded the Personnel Committee Report.

B. Finance and Budget Committee: John Slivka:

1. Mr. Slivka requested Board approval of the fund transfer listed under Agenda Item 10B(1)(a), and investments listed under Agenda item 10B(1)(b) and 10B(1)(c):  
10B(1)(a): Authorize a transfer in the amount of \$130,911.42 from the Revenue Fund to the PENNVEST Account; 10B(1)(b): authorize the purchase of a Capital Improvement Fund two-month United States Treasury Bill, in the amount of \$8,570,000.00, providing the interest rate is positive; and approve an adjustment to a Debt Service Reserve Fund three-month United States Treasury Bill purchase approved at the October 19, 2023 meeting, from par value of \$2,176,000.00 to par value of \$2,200,000.00. A motion to approve was made by Mrs. McIntyre, and seconded by Mr. Mace. The motion passed unanimously.
2. Mr. Slivka requested Board approval of the 2023-2024 Operating Budget and the 2023-2033 Capital Budget. A motion to approve was made by Mr. Gilbert, and seconded by Mr. Lapia. The motion passed unanimously.
3. Mr. Slivka requested Board approval of the 2023 Sewer System Annual Report and 2024 Budget Report. A motion to approve was made by Mr. Lapia, and seconded by Mr. McHugh. The motion passed unanimously.
4. Mr. Slivka requested that the Board adopt Resolution No. 2023-02, adopting a Capital Projects Plan. A motion to approve was made by Mr. Gilbert, and seconded by Mr. McHugh. The motion passed unanimously.
5. Mr. Slivka requested Board authorization to not pay the Pennsylvania Department of Labor & Industry 2024 Solvency Fee for Relief from Charges, in the amount of \$1,565.54. A motion to approve was made by Mr. Mace, and seconded by Mr. Bonnet. 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 and PENNVEST Payments:

Mr. Caroline requested Board approval of the following Requisition:

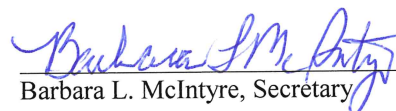
- A. Approve Capital Improvement Fund Requisition No. 112, in the amount of \$18,810.63: A motion to approve was made by Mr. Gilbert, and seconded by Mrs. McIntyre. The motion passed unanimously.

12. Board Member Comments: None

13. Executive Session: A motion was made by Mr. Lapia, and seconded by Mr. McHugh, to enter into an executive session to discuss matters concerning possible litigation. The motion passed unanimously. The executive session began at 6:32 P.M.

A motion to return to the regular order of business was made by Mr. Lapia, and seconded by Mrs. McIntyre. The motion passed unanimously. The Board returned to the regular meeting at 6:42 P.M. The items discussed were matters concerning potential litigation.

14. A motion to adjourn the meeting was made by Mrs. McIntyre, and seconded by Mr. Konkus. The motion passed unanimously. The meeting was adjourned at 6:42 P.M.

  
Barbara L. McIntyre, Secretary

**MEMORANDUM**

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

FROM: Charles T. Konkus

DATE: November 13, 2023

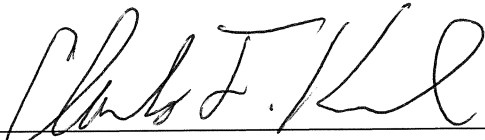
I, the undersigned, Director of Board of the Western Westmoreland Municipal Authority do hereby publicly announce and disclose that due to the following conflict, or possible conflict of interest, I am abstaining from voting of the hereinafter set forth matter coming before the Board of the Western Westmoreland 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. 435, Scott Electric, in the amount of \$48.74



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

**MEMORANDUM**

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

FROM: Dylan Mace

DATE: November 13, 2023

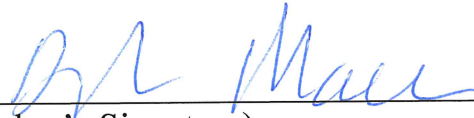
I, the undersigned, Director of Board of the Western Westmoreland Municipal Authority do hereby publicly announce and disclose that due to the following conflict, or possible conflict of interest, I am abstaining from voting of the hereinafter set forth matter coming before the Board of the Western Westmoreland 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. 436, Stone & Co., in the amount of \$59.70

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



**Construction Status Report**

Report Period: **November-23**

Prepared By: BMB  
 Date: Nov 3, 2023

Total Days: 730  
 Days Expended: 898  
 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	\$ (200,946.95)	\$ 4,543,500.05	\$ 4,543,500.05	100%	0%	-4%

Retainage: \$ -  
 Net Amount Earned to Date: \$ 4,543,500.05  
 Previous Payments: \$ 4,543,500.05  
**Balance Due This Pay Period: \$ (0.00)**

**Balance to Finish Plus Retainage: \$ -**

**COMMENTS:**

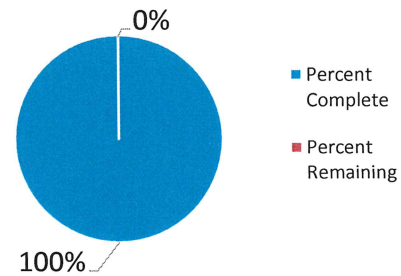
**Work Completed This Period:**

- Reviewed updated CCTV Report
- Reviewed updated survey from KCI
- Reviewed closeout documents from KCI
- Compiling as-built drawings
- Coordination of PENNVEST closeout
- Coordination of permit closeouts

- Total Number of Construction Meetings:  
 (6) Virtual Check-ins after bid during pipe shortage, (1) Preconstruction, (27) Construction Progress Meetings

- Total Number of full Inspector Days: 300.5, 7 in June

**Project Status**





**Kukurin Contracting, Inc.**

Current Contract Amount w/ Approved Change Orders: \$ 4,543,500.05

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			\$ <del>6,055.07</del>		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				Approved at Board Meeting on 4.20.23
	07	18" Drop Connection at RM-3	\$ 2,141.73				Approved at Board Meeting on 4.20.23
	08	Pipe Material Escalation	\$ 265,992.00				KCI request for a change based on escalated pipe material costs from time of bid to actual construction. Requested \$577,179.00. WWMA provide letter to KCI proposing \$265,992.00. Potential Change Order has been submitted to DEP/PennVest for preapproval per requirements of the PennVest Loan. Approved at Board Meeting on 7.20.23
	09	Final Quantity Adjustment		\$ 531,983.94			Approved at Board Meeting on 10.19.23

**TOTAL** \$ 331,036.99 \$ 531,983.94 \$ - \$ -  
**TOTAL Approved as % of Contract Value:** -4.42%  
**TOTAL Approved & Pending as % of Contract Value:** -4.42%





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: October 2023  
HRG Project Number: R008234.0426

### November 13, 2023 Authority Meeting

#### RETAINER SERVICES (.0426)

- HRG prepared the 2023 Q3 COA report and submitted October 20<sup>th</sup>. The report requests from DEP that the COA be extinguished.
- HRG provided 2024 rates for consideration of the Authority and inclusion in 2024 budgeting.
- HRG prepared and submitted the 2023 Q3 Tap Fee Calculations on October 5, 2023
- HRG began the Annual Report and provided an information request in October. A draft will be provided to the Authority by November 8<sup>th</sup> prior to finalizing the report in December.

#### GENERAL SERVICES (.0427)

- Landfill discharge:
  - Previously, HRG provided PFAS data review from the landfill discharge and WWTP sampling and attended a meeting with WWMA and PTSA staff to discuss the service area agreement.
  - HRG evaluated whether it is beneficial to accept leachate from Valley Landfill and prepared a memo to provide a more comprehensive understanding of both the financial and operational impacts to the WWTP. A draft memo was provided to the Authority Manager and a final memo was provided prior to the September 21<sup>st</sup> meeting.
- Peracetic Acid:
  - On July 12<sup>th</sup> HRG met with Authority Staff and DEP to discuss the potential for a pilot peracetic acid disinfection program.
  - At the request of the Authority, HRG has been preparing a net present value (NPV) of disinfection alternatives. HRG is waiting on further information from vendors.

#### PLANNING MODULE REVIEWS (.0428)

- No planning module reviews were completed in the month of October.

#### NPDES PERMIT RENEWAL (.0429)

Previously, HRG assisted the Authority with coordination with DEP and additional sampling to meet the DEP detection limits.



- A Draft NPDES permit was received on May 10, 2023 and HRG reviewed and provided a Draft Permit Review Memo on May 16, 2023. HRG reviewed significant permit changes with Authority Staff on May 17.
  - HRG will prepare a proposal for the required TRE and WQBEL Reports for the Board's consideration following the issuance of the final permit (October / November).
- HRG prepared a comment letter to DEP on May 22, 2023.
  - The comment letter questions the addition of total aluminum and iron to the sampling requirements. Additionally, the comment letter requested confirmation of parameters to be included in the TRE and WQBEL Reports. DEP responded on June 23, 2023.
- Additional Sampling
  - On July 12, 2023, HRG confirmed with DEP that they will delay the issuance of the final permit and allow the Authority to obtain 7 additional samples of total aluminum and total iron, which will have the likelihood of reducing the testing requirements from quarterly to annually. The delay in the issuance of the final permit will also provide the Authority with additional time to acquire needed testing equipment.
  - HRG reviewed the sampling results with the Authority and provided a summary to DEP on September 25, 2023. A final permit is expected in the fourth quarter of 2023.

## WWTP PROCESS IMPROVEMENTS (.0430)

### LSA Grant Application

- HRG reviewed project scope with the Authority Manager and arranged a site visit with Authority Staff and Sanitaire on August 29, 2023 to finalize scope.
- HRG reviewed information provided by Sanitaire and provided comments on September 27, 2023.
- HRG and Authority Staff met with PADEP on October 24, 2023 to discuss improvements.

### 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. Grant awards are expected in November.

### WWTP Evaluation Study

- HRG received the preliminary effluent limits from DEP on May 22, 2023. HRG reviewed these and concluded there are significant differences between the effluent limits of the current stream conditions and a waterway that receives mitigated acid mine drainage flow. HRG continues to evaluate WWTP alternatives.

## GIS SERVICES (.0431)

- No updates.

## 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/SCS/kmg  
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c: Ms. Johanna Wtorkowski