

WESTERN WESTMORELAND MUNICIPAL AUTHORITY

REGULAR MONTHLY MEETING – OCTOBER 19, 2023

The Board of Directors of the Western Westmoreland Municipal Authority held a regular monthly meeting on Thursday, October 19, 2023 at 5:00 P.M. in the Authority conference room, duly advertised, as required, and with the following persons in attendance:

1. Roll Call 5:07 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	

Absent:

Mr. Bob Regola	Mr. John Slivka
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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 welcomed Mr. Kurt Bonnet to the Authority Board of Directors. 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 September 21, 2023, as presented. A motion to approve was made by Mr. Konkus, and seconded by Mr. Lapia. The motion passed, 7-0, with an abstention by Mr. Gilbert, who did not attend the meeting.

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. 433: Scott Electric: \$312.42: A motion to approve was made by Mr. Lapia, and seconded by Mr. Mace. 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. 434: \$190,442.60: A motion to approve was made by Mr. Mace, and seconded by Mrs. McIntyre. 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 September. Average plant flow was 2.42 mgd. Maximum plant flow was 3.60 mgd. Total rainfall was 1.09" for the month.
- B. COA-Phase III Project:
1. Final restoration was completed. Wade Trim is finalizing the as-built drawings. Mr. Gorski is waiting for one manhole elevation before releasing final payment. Mr. Gorski stated that he will be requesting approval of the final pay estimate, this evening.
  2. Mr. Gorski requested Board approval and authorization to submit to PENNVEST of Contract Change Order No. 07, for final project quantities, in the decrease amount of \$531,983.94, resulting in a new contract amount of \$4,543,500.05. A motion to approve was made by Mr. Lapia, and seconded by Mrs. McIntyre. The motion passed, 6-0, with abstentions by Mr. Konkus, who is an employee of Scott Electric, and by Mr. Mace, who is an employee of Stone & Company. Memoranda, signed by Mr. Konkus and Mr. Mace, are attached to these minutes.

3. Mr. Gorski requested Board approval and authorization to submit to PENNVEST pay estimate No. 18 (Final), in the amount of \$46,000.00, as submitted by Kukurin Contracting, Inc., for the period ending September 26, 2023. A motion to approve was made by Mr. Gilbert, and seconded by Mrs. McIntyre. The motion passed, 6-0, with abstentions by Mr. Konkus, who is an employee of Scott Electric, and by Mr. Mace, who is an employee of Stone & Company. Memoranda, signed by Mr. Konkus and Mr. Mace, are attached to these minutes.

Mr. Gorski reported that, with the exception of the change orders for the Davis Bacon wage rates, which was out of the Authority's hands, and the change order for the pipe escalation costs, total change orders were .287% of the contract price. Mr. Gorski stated that the project was very well done.

- C. Mr. Gorski requested that the Board authorize the General Manager to hire a maintenance employee with a starting date of January 8, 2024, contingent upon the applicant passing the required physical and drug screening. A motion to authorize the Authority Manager to start the process of advertising, interviewing, and hiring a maintenance employee with an anticipated start date of January 8, 2024 was made by Mr. Lapia, and seconded by Mrs. McIntyre. Mr. Caroline asked Mr. Gorski if the Authority would be using the same process that was used for the last hiring. Mr. Gorski stated that the same process would be used, and he provided a brief summary of the steps that will be taken in the hiring process. The motion passed unanimously.
- D. Mr. Gorski requested Board authorization for the General Manager and Foreman to attend the Water and Wastewater Equipment, Treatment, and Transport (WWETT) Show from January 24-27, 2024, in Indianapolis, Indiana. Mr. Gorski stated that Chairman Caroline and Mr. Michael Seice, of Penn Township Sewage Authority (PTSA), stated that attendance would be beneficial. The motion passed unanimously.
- E. Mr. Gorski reported that he completed a letter to the PaDEP, last week that Mr. Boddy approved, today, requesting that the Authority be released from the Consent Order and Agreement (COA). Mr. Gorski is hopeful that the turnaround will be prompt, and the Authority will soon be out of the COA.
- F. Mr. Gorski reported that he has received price quotes for a Chevrolet utility truck and a Ford utility truck. Mr. Gorski has also received a quote from Zoresco for the utility bed. Mr. Gorski is waiting for quotes from Morocco and A&H for the utility bed. Mr. Gorski has received a trade-in value from Tri-Star, and is waiting for a trade-in value from C. Harper. Once Mr. Gorski receives all trade-in values, he will be able to proceed with advertising for sale the 2013 Chevrolet utility truck on Municibid.com.
- G. Mr. Gorski reported that he met with Mr. Chad Hanley to determine how many flow meters will be required to monitor the system. It was determined that eight (8) locations will be required. Mr. Gorski stated that PTSA currently collects data wirelessly. Representatives of PTSA demonstrated the data collection process to Authority employees. Mr. Gorski obtained a price quote to purchase conversion kits for three existing flow meters that would convert the meters to wireless meters, three new meters, and sensors. The total cost would be \$23,900.00. This price includes a \$4,000.00 discount, if the items are purchased before December 31, 2023. This would allow the Authority to access data wirelessly from all of the flow meters. A brief discussion followed. Mr. Gorski stated that he would request authorization to proceed with the purchase at the November 13, 2023 meeting. Mr. Gorski has included the purchase of a fourth meter head in the 2024 Operating Budget.
- H. Mr. Gorski stated that the remaining items will be discussed during the Executive Session.

This concluded the Authority Manager's report.

8. Consulting Engineer: Chad Hanley, HRG:

- A. Mr. Hanley stated that HRG completed the Authority's third quarter report. It is the Authority's intention to have HRG submit the letter requesting that the Authority be released from the COA along with the quarterly report. A brief discussion followed.
- B. Mr. Hanley requested Board direction on how to proceed with the Plant Process Improvements Project. Mr. Hanley stated that the Authority could proceed using a COSTARS vendor, eliminating the need for engineering design, preparation of project manual, etc. Mr. Hanley stated that the caveat is that you have to evaluate the pricing and trust that the COSTARS price is the best price that you're going to get, rather than letting the street decide what the best price is. A discussion followed. Mr. Hanley stated that the Authority will get panel drawings. Mr. Hanley stated that he feels the COSTARS route will result in a faster completion of the project. A meeting has been scheduled with the PaDEP for October 24, 2023, to confirm that permitting will not be required. Mr. Hanley explained that the plant has more aeration diffusers than what is currently required, which makes it difficult to control plant processes. The Process Improvements Project will include a new controller with air valves. A discussion followed. The Board was agreeable to proceeding with a COSTARS vendor.

This concluded the Engineer's report.

9. Solicitor's Report – Matt Racunas:

Mr. Racunas stated that there are items to be discussed during the Executive Session.

10. Reports of Committees:

A. Personnel Committee: Joseph Lapia:

Mr. Lapia stated that there are items that will be discussed during the Executive Session.

This concluded the Personnel Committee Report.

B. Finance and Budget Committee:

1. Due to Mr. Slivka's and Mr. Regola's absences, Mrs. Wtorkowski requested Board approval of Agenda Items 10B(1)(a) and 10B(1)(b):

10B(1)(a): A transfer in the amount of \$130,988.08 from the Revenue Fund to the PENNVEST Account, and 10B(1)(b): the purchase of a Debt Service Reserve Fund three-month United States Treasury Bill, in the amount of \$2,176,000.00, providing the interest rate is positive. A motion to approve was made by Mr. Lapia, and seconded by Mr. Gilbert. The motion passed unanimously.

2. Mrs. Wtorkowski provided a review of the 2024 Operating Budget, and Mr. Gorski provided a review of the 2024-2033 Capital Budget. A rate increase will not be required for 2024. A discussion followed. The Operating and Capital Budgets will be presented to the Board for approval at the November 13, 2023 regular meeting.

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 Requisitions:

- A. Approve Capital Improvement Fund Requisition No. 110, Scott Electric, in the amount of \$293.04: A motion to approve was made by Mr. Mace, and seconded by Mrs. McIntyre. 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. 111, in the amount of \$9,500.62: A motion to approve was made by Mr. Gilbert, and seconded by Mrs. McIntyre. The motion passed unanimously.
- C. Approve PENNVEST, Loan No. 75375, COA-Phase III, Requisition No. 15, and authorize submission to PENNVEST: \$46,000.00: A motion to approve was made by Mrs. McIntyre, and seconded by Mr. Gilbert. The motion passed, 6-0, with abstentions by Mr. Konkus, who is an employee of Scott Electric, and by Mr. Mace, who is an employee of Stone & Company. Memoranda, signed by Mr. Konkus and Mr. Mace, are attached to these minutes.


12. Board Member Comments:

- A. Mrs. McIntyre thanked Mr. Gorski and Mrs. Wtorkowski for their work on the budget. Mr. Caroline stated that the Board appreciates the work.

13. Executive Session: A motion was made by Mr. Lapia, and seconded by Mr. Mace, to enter into an executive session to discuss personnel matters and matters of identifiable litigation. The motion passed unanimously. The executive session began at 6:23 P.M.

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 7:28 P.M. The items discussed were personnel issues and matters concerning potential litigation.

14. A motion to adjourn the meeting was made by Mr. Konkus, and seconded by Mr. Lapia. The motion passed unanimously. The meeting was adjourned at 7:28 P.M.

  
Barbara L. McIntyre, Secretary

**MEMORANDUM**

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

FROM: Charles T. Konkus

DATE: October 19, 2023

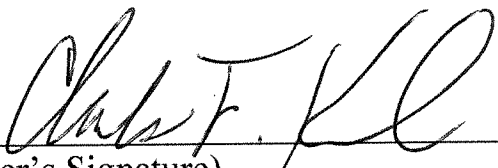
I, the undersigned, Director of Board of the Western Westmoreland Municipal Authority do hereby publicly announce and disclose that due to the following conflict, or possible conflict of interest, I am abstaining from voting of the hereinafter set forth matter coming before the Board of the Western Westmoreland 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. 433, Scott Electric, in the amount of \$312.42

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

**MEMORANDUM**

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

FROM: Charles T. Konkus

DATE: October 19, 2023

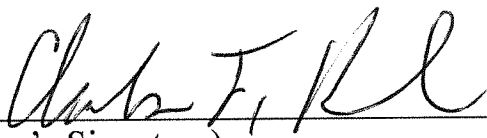
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Nature of Possible Conflict:

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 Change Order No. 07, for final project quantities, in the decrease amount of \$531,983.94, resulting in a new contract amount of \$4,543,500.05

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

**MEMORANDUM**

TO: Secretary of the Board of Directors of  
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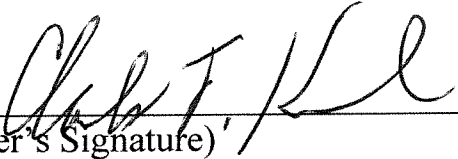
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Nature of Possible Conflict:

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. 18 (Final) in the amount of \$46,000.00, as submitted by Kukurin Contracting, Inc., for the period ending September 26, 2023

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

**MEMORANDUM**

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Western Westmoreland Municipal Authority

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DATE: October 19, 2023

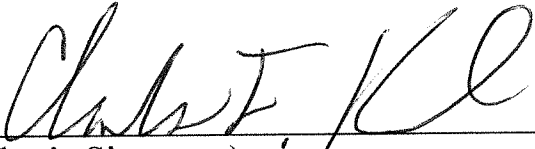
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Nature of Possible Conflict:

Employee of Scott Electric, a supplier of electrical purchases made by the Authority

Subject to be acted upon:

Approve Capital Improvement Fund Requisition No. 110: Scott Electric, in the amount of \$293.04

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

**MEMORANDUM**

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

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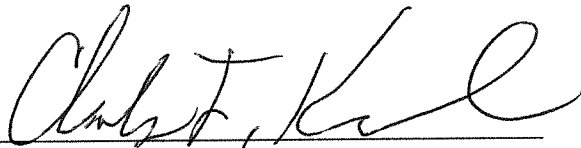
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Nature of Possible Conflict:

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. 15, and authorize submission to PENNVEST, in the amount of \$46,000.00

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



**MEMORANDUM**

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

FROM: Dylan Mace

DATE: October 19, 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 Change Order No. 07, for final project quantities, in the decrease amount of \$531,983.94, resulting in a new contract amount of \$4,543,500.05

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

**MEMORANDUM**

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

FROM: Dylan Mace

DATE: October 19, 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:

Approval and submittal to PENNVEST of Pay Estimate No. 18 (Final) in the amount of \$46,000.00, as submitted by Kukurin Contracting, Inc., for the period ending September 26, 2023

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

**MEMORANDUM**

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

FROM: Dylan Mace

DATE: October 19, 2023

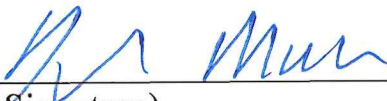
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Nature of Possible Conflict:

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. 15, and authorize submission to PENNVEST, in the amount of \$46,000.00

  
\_\_\_\_\_  
(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: 9/31/2023

Prepared By: BMB  
 Date: Oct 12, 2023

Total Days: 730  
 Days Expended: 867  
 Days Remaining: -137

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: \$ 4,497,500.05  
**Balance Due This Pay Period: \$ 46,000.00**

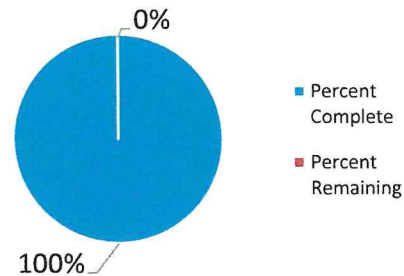
**Balance to Finish Plus Retainage: \$ -**

**COMMENTS:**

**Work Completed This Period:**

- Reviewed CCTV Report
- Recieved updated survey from KCI
- Recieved Maintenance Bond from KCI
- Recieved Sworn Statement
- Negotiated PCMP to be eliminated from COA Requirements
- 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: \$ 5,075,483.99

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	To be submitted to Board at 10.19.23 Board Meeting

**TOTAL** \$ 331,036.99 \$ - \$ - \$ 531,983.94  
 TOTAL Approved as % of Contract Value: 6.52%  
 TOTAL Approved & Pending as % of Contract Value: -3.96%





Herbert, Rowland & Grubic, Inc.  
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: September 2023  
HRG Project Number: R008234.0426



October 19, 2023 Authority Meeting

#### RETAINER SERVICES (.0426)

- HRG has begun preparation of the 2023 Q3 COA report due October 30<sup>th</sup>. The report will request from DEP that the COA be extinguished.
- HRG will provide 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 has begun the Annual Report and will provide an information request in October.

#### 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 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 September.

#### 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.

### 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 September.

### 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