

Western Westmoreland Municipal Authority
Agenda – January 18, 2024 Regular Monthly Meeting
Revised January 17, 2023, 3:15 P.M.

1. Roll Call
2. Pledge of Allegiance
3. Public Comment – Any public comment in regard to agenda item
4. Communications
 - A. Board Member Training will be held on Thursday, March 14, 2024, at the DoubleTree by Hilton Hotel, Pittsburgh-Cranberry, Mars, PA
5. Report of Secretary
 - A. Approval of Minutes of the Regular Monthly Meeting of December 21, 2023
6. Report of Treasurer
 - A. Approval of Revenue Fund Requisition No. 439 Scott Electric: \$192.46
 - B. Approval of Revenue Fund Requisition No. 440: \$335,447.99
7. Report of Authority Manager
 - A. Update on general liability insurance coverage, presented by Mr. Stephen Flick
 - B. Monthly Update
 - C. Adopt Resolution No. 2024-01, Declaring that Designated Public Records of the Authority are Approved for Disposition
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: \$298,078.71
 - C. Request Board Approval of Proposal for Toxic Reduction Evaluation (TRE) and Water Quality Based Effluent Limitations (WQBEL) Compliance Report, and sampling assistance, consisting of:

TRE:	
Task 1-TRE Work Plan	\$ 1,600.00
Task 2-Data Review, Source Inventory, and Source Reduction Evaluation	\$14,000.00
Task 3-Final TRE Report	<u>\$15,200.00</u>
Total-TRE	\$30,800.00

WQBEL, at a cost not to exceed \$40,500.00

Sampling Assistance, at a cost not to exceed \$7,000.00, plus reimbursables (Expense, Consultant)
 - D. Request Board approval of an increase in the developer review fee from \$150.00 to \$350.00 for a full planning module review, while keeping the fee for developer planning review-post card form at \$150.00
9. Report of Solicitor
 - A. Monthly Update

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10. Reports of Committees.

A. Personnel Committee

B. Finance and Budget Committee

1. Request approval of the fund transfers listed under Agenda Item 10B (1) (a) and 10B (1) (b), and investments listed under Agenda Item 10B (1) (c), 10B (1) (d), 10B (1) (e), and 10B (1) (f):

- a. Authorize a transfer in the amount of \$130,949.75 from the Revenue Fund to the PENNVEST Account, *and*
- b. Authorize a transfer in the amount of \$5,000.00 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 \$8,865,000.00, providing the interest rate is positive, *and*
- d. Authorize the transfer of all moneys in the Debt Service Reserve Fund in excess of the \$2,175,262.50 Debt Service Reserve Requirement (approximately \$25,000) to the Debt Service Fund, pursuant to Section 5.01 of the Indenture, *and*
- e. Authorize the purchase, with available moneys in the Debt Service Reserve Fund, of a United States Treasury Bill, CUSIP No. 912797JP3, with a par value of \$2,200,000.00 and a maturity date of April 23, 2024, to be held in the Debt Service Reserve Fund, *and*
- f. Authorize the investment of the remaining available funds in the Debt Service Reserve Fund (approximately \$5,000.00) in U.S. Treasury Demand Deposit Securities - State and Local Government Series (DD SLGS) in the amounts and at the direction of the Authority's Director of Finance.

2. Discussion and/or Deliberation and/or Board Action regarding changing the amount of the insurance deductible for the general liability insurance policy from \$1,000.00 to \$5,000.00

3. Approve Liability Insurance Policy with EMC Insurance for the Period from 02/17/24 through 02/17/25, in the Amount of \$53,608.00 (with \$1,000.00 deductible) or \$51,160.00 (with \$5,000.00 deductible), or the lowest of quotes/estimates received.

	<u>\$1,000.00 Deductible</u>	<u>\$5,000.00 Deductible</u>
EMC Insurance	\$53,608.00	\$51,160.00
Selective Insurance	\$65,000.00 - \$75,000.00	Not Provided
ASTRA Insurance	Withdrew from consideration: could not beat EMC's quote	
APEX Insurance	Waiting for Quote	

C. Legal and Engineering Services Committee

11. Requisitions:

- A. Approval of Capital Improvement Fund Requisition No. 115: \$6,110.00

12. Board Member Comments

13. Old Business

14. New Business

15. Executive Session

16. Adjournment