

Western Westmoreland Municipal Authority
Agenda – February 16, 2023 Regular Monthly and Annual Reorganizational Meeting

1. Roll Call
2. Pledge of Allegiance
3. 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 Vacant)
 5. Assistant Secretary-Treasurer (Non-Voting) (Currently Johanna Wtorkowski)
 - B. Appointment of Solicitor (Currently Racunas Law Group, LLC)
 - C. Appointment of Consulting Engineer (Currently Herbert, Rowland & Grubic , Inc. (HRG)), and Authorization for Authority Manager to Sign Engineering Services Contract on Behalf of the Authority
 - 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 (Currently Commonwealth Investment Management)
 - 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 (Currently Gilbert, Wolinsky, McHugh)
 2. Finance and Budget Committee (Currently Mace, Konkus, Vacant)
 3. Personnel Committee (Currently Lapia, McIntyre, Vacant)
4. Public Comment – Any public comment in regard to agenda item
5. Communications
6. Report of Secretary
 - A. Approval of Minutes of the Regular Monthly Meeting of January 19, 2023
7. Report of Treasurer
 - A. Approval of Revenue Fund Requisition No. 414 Scott Electric: \$1,080.43
 - B. Approval of Revenue Fund Requisition No. 415 Stone & Co.: \$27.58
 - C. Approval of Revenue Fund Requisition No. 416: \$198,083.27
8. Report of Authority Manager
 - A. Monthly Update
 - B. COA-Phase III Project:
 1. Project Update
 2. Approval and submittal to PENNVEST of Pay Estimate No. 13 in the amount of \$76,893.56, as submitted by Kukurin Contracting, Inc. for the period ending 01/27/23
 - C. Primary Clarifier Rehabilitation Project-Emergency Equipment Installation
 1. Approve Change Order No. 1, Kukurin Contracting Inc., for modifications to concrete wall to fit primary launders, and modifications to launders for proper weir adjustment, for Primary Clarifiers No. 1 and No. 2, in the increase amount of \$7,603.89, resulting in a new contract amount of \$46,853.89
 2. Approve Pay Estimate No. 1 (Final), Kukurin Contracting Inc., for installation of launders, baffles, and weirs on Primary Clarifier Tanks No. 1 and No. 2, for the period ending 02/09/23, in the amount of \$46,853.89

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- D. Authorize the Purchase and Installation of Commercial Heavy-Duty (20 mil thick) LVP Wood Look Plank Flooring from Empire Flooring, to be installed in the Control Building, including the Lobby, Hallway, Two First-Floor Restrooms, the New Lunch Room, and the Operations Control Center, for a total cost of \$9,060.00
 - E. Approve revised general liability insurance premium with EMC Insurance Companies, in the amount of \$49,346.00, which results in a net increase in the amount of \$1,519.00 and includes the addition of the Government/Crime Fidelity Package with coverage of \$250,000.00, an increase in Cyber-Security coverage from \$100,000.00 to \$1,000,000.00, and premium reductions for commercial property (\$-539.00) and general liability (\$-236.00)
 - F. Authorize the purchase and installation of carbon media in Odor Control Center #1, from Continental Carbon, at a cost of \$21,887.51
 - G. Authorize the purchase of a Carter Duplex scum pump to Replace Scum Pump No. 1, at a cost of \$22,164.00
9. Report of Consulting Engineer: Herbert, Rowland & Grubic, Inc. (HRG)
 - A. Monthly Update
 - B. Request Board approval for increase in the amount of \$35,000.00 for the not-to-exceed cost for the WWTP Project Scoping and Review Evaluation Study, for a total not-to-exceed amount of \$70,000.00
 10. Report of Solicitor
 - A. Monthly Update
 11. Reports of Committees
 - A. Personnel Committee
 1. Discussion and/or Deliberation and/or Action Taken regarding the Proposed Management Employee Benefits and Salary Policy
 2. Authorize Authority Manager to advertise for the position of Operations and Compliance Manager
 - B. Finance and Budget Committee
 1. Authorize a transfer in the amount of \$126,049.95 from the Revenue Fund to the PENNVEST Account
 - C. Legal and Engineering Services Committee
 12. Requisitions:
 - A. Approval of Capital Improvement Fund Requisition No. 100 Scott Electric: \$293.47
 - B. Approval of Capital Improvement Fund Requisition No. 101: \$81,138.42
 - C. Approval of PENNVEST, Loan No. 75375, COA-Phase III, Requisition No. 10, and authorize submission to PENNVEST: \$76,893.56
 13. Board Member Comments
 14. Executive Session
 15. Adjournment