

WESTERN WESTMORELAND MUNICIPAL AUTHORITY

REGULAR MONTHLY MEETING – JULY 18, 2024

The Board of Directors of the Western Westmoreland Municipal Authority held a regular monthly meeting on Thursday, July 18, 2024 at 6:00 P.M. in the Authority conference room, duly advertised, as required, and with the following persons in attendance:

1. Roll Call:

Board Members in Attendance

Mr. Kurt Bonnet	Mr. Stanley Caroline, Jr.	Mr. Charles Gilbert
Mr. Charles Konkus	Ms. Lisa Kovac	Mr. Joseph Lapia
Mr. Dylan Mace	Mr. Kevin McHugh	Mr. Bob Regola
Mr. John Slivka		

Others in Attendance:

Mr. Matthew Racunas, Solicitor
Mrs. Samantha Schmucker, 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: Joseph Lapia:

- A. Mr. Lapia requested the approval of the minutes for the regular meeting of June 20, 2024 as presented. A motion to approve was made by Mr. Konkus, and seconded by Mr. McHugh. The motion passed, 9-0, with an abstention by Ms. Kovac, 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. 449 Scott Electric: \$64.63: A motion to approve was made by Mr. Lapia, and seconded by Mr. Gilbert. The motion passed, 9-0, 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. 450: \$269,922.96: A motion to approve was made by Ms. Kovac, and seconded by Mr. Bonnet. 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 for June. Average plant flow for June was 2.50 mgd. Maximum plant flow was 3.23 mgd. Total rainfall was 1.62".
- B. Waste Management/Landfill Update:

1. Mr. Gorski reported that he is waiting for a response from representatives of Waste Management regarding the proposed agreement. Mr. Gorski reported that Mr. John Andrascik, of Waste Management, took a new position as District Manager, but he will still be involved in the negotiations.
- C. Penn Township Sewage Authority (PTSA) Issue:
1. Mr. Gorski stated that WWMA and PTSA representatives are still working on the proposed agreement. Mr. Gorski stated that he is waiting for a response from PTSA. A meeting with PTSA representatives has been scheduled for July 22, 2024. Mr. Caroline stated that he received a draft from Attorney Schimizzi yesterday. Mr. Caroline stated that Mr. Gorski should receive a copy of the draft, soon.
- D. General Updates:
1. Insurance Broker Services:
 - A. Mr. Gorski reported that Requests for Proposal (RFPs) for insurance brokerage services were mailed in early July. Mr. Gorski has received replies from Mr. Ron Flick, of FWF Insurance Agency, Inc., and Mr. David Leng, of Duncan Insurance. Mr. Gorski met with Mr. Leng on July 16, 2024.
 2. Sodium Hypochlorite System:
 - A. Mr. Gorski reported that HRG is considering placement of equipment for the sodium hypochlorite system, which will replace chlorine gas disinfection. Locations under consideration are the existing chlorine room and the workshop. Tank pricing is being evaluated, as well.
 3. World Waterworks Moving Bed Biofilm Reactor (MBBR) System:
 - A. Mr. Gorski reported that a meeting with Mr. Chad Hanley, Mrs. Liz Lackey, and Mrs. Samantha Schmucker, of HRG, will be held to discuss the MBBR System. This system would aid in ammonia treatment, BOD removal, and settling. Mr. Gorski stated that the system, if compatible with the current processes, could save the Authority a significant amount of money. Mr. Gorski will provide updates, as information is available.
 4. LSA Grant:
 - A. Mr. Gorski reported that a blower vendor will be at the plant on July 24, 2024 to provide information on replacement blowers for the aeration tanks. Mr. Gorski has obtained a cost proposal from one blower vendor. Once a second proposal is received, a project scope will be prepared. Mr. Gorski stated that the Authority has until June 2026 to spend the grant money, and he would like to have the project completed in 2025.
 5. Mr. Gorski reported that the new Ford F350 utility truck was picked up, today.
 6. Mr. Gorski reported that Mr. Slater McGonigle passed the commercial driver's license (CDL) exam on July 17, 2024. Mr. Gorski stated that Mr. McGonigle did a nice job with the training.
 7. Mr. Gorski reported that the Authority had a plant problem last Thursday that prevented pumps from operating. The plant personnel determined that a faulty float for the low-low level of the wet well was preventing the pumps from running. Mr. Gorski commended the employees for their efforts in identifying the issue.
 8. Mr. Gorski stated that there are personnel issues that will be discussed during the Executive Session.

This concluded the Authority Manager's report.

8. Consulting Engineer: Samantha Schmucker, HRG:

A. Update:

1. Mrs. Schmucker reported that HRG has been working with Mr. Gorski on process improvements.
2. HRG submitted the quarterly tap fee calculation for the PTSA extended service area.
3. HRG completed one planning module review.
4. The Authority's Toxic Reduction Evaluation (TRE) Work Plan has been approved by the Pennsylvania Department of Environmental Protection (PaDEP).

B. Semi-Annual Transfer:

1. Mrs. Schmucker requested Board approval of the semi-annual transfer from the Revenue Fund to the Capital Improvement Fund in the amount of \$976,134.49. A motion to approve was made by Mr. Konkus, and seconded by Mr. Lapia. The motion passed unanimously.

This concluded the Engineer's report.

9. Solicitor's Report – Matthew Racunas:

- A. Mr. Racunas stated that Mr. Gorski covered all of the items that needed to be addressed, and remaining items will be discussed during the Executive Session.

This completed the Solicitor's report.

10. Reports of Committees:

- A. Personnel Committee: Joseph Lapia: There was no report.

B. Finance and Budget Committee: Lisa Kovac:

1. Ms. Kovac requested Board authorization to purchase a Capital Improvement Fund two-month United States Treasury Bill, in the amount of \$980,000.00. A motion to approve was made by Mr. Mace, and seconded by Mr. Gilbert. 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. 122, in the amount of \$73,112.02: A motion to approve was made by Mr. Konkus, and seconded by Mr. McHugh. The motion passed unanimously.

12. Board Member Comments: None

13. Old Business: None

14. New Business: None

15. Executive Session:

A motion was made by Mr. Lapia, and seconded by Mr. Konkus, to enter into an executive session to discuss personnel matters. The motion passed unanimously. The executive session began at 6:14 P.M.

A motion to return to the regular order of business was made by Mr. Lapia, and seconded by Mr. McHugh. The motion passed unanimously. The Board returned to the regular meeting at 6:31 P.M. The items discussed were personnel matters.

16. 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 6:31 P.M.



Joseph N. Lapia, Secretary

MEMORANDUM

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

FROM: Charles T. Konkus

DATE: July 18, 2024

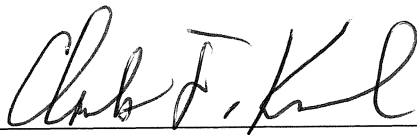
I, the undersigned, Director of Board of the Western Westmoreland Municipal Authority do hereby publicly announce and disclose that due to the following conflict, or possible conflict of interest, I am abstaining from voting of the hereinafter set forth matter coming before the Board of the Western Westmoreland 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. 449, Scott Electric, in the amount of \$64.63



(Member's Signature)



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Cranberry Township, PA 16066
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CONSULTING ENGINEER'S REPORT

WESTERN WESTMORELAND MUNICIPAL AUTHORITY

Attn: Mr. Stanley A. Gorski, Jr., Authority Manager
Report Period: June 2024
HRG Project Number: R008234.0426

July 18, 2024 Authority Meeting



RETAINER SERVICES (.0426)

- HRG prepared the 2024 Q2 Tap Fee calculation on July 3, 2024.
- HRG prepared the semi-annual RF to CIF transfer recommendation for consideration at the Board meeting.

GENERAL SERVICES (.0427)

- HRG met with Authority Staff on June 26th to discuss integration options and the Xylem proposal.
- HRG has attended meetings regarding the service area agreement.
- HRG performed dosing calculations, pump selection, tank selection, and layout sketches for converting from chlorine gas disinfection to sodium hypochlorite.
- Landfill discharge:
 - HRG met with Authority Staff multiple times during the month of May to discuss the landfill agreement review.
 - HRG investigated the feasibility of SBRs in future plant expansions and the impact of the landfill's ammonia loading to the sizing of these SBRs. HRG also investigated technologies by World Water Works and is working on additional process proposals.

PLANNING MODULE REVIEWS (.0428)

- HRG completed a review of the Planning Module, Component 3M for Penn Township Sewer Authority's Harrison City Trunk Line.

NPDES PERMIT RENEWAL (.0429)

- HRG finalized the TRE workplan and was submitted to PADEP on May 14, 2024 ahead of the July 1, 2024 deadline.
 - PADEP commented on the workplan on June 3, 2024 and HRG addressed their concern on June 3, 2024. PADEP was satisfied with our response.
- HRG proceeded with the TRE Report preparations and will continue to work on it as sampling results come in.

- HRG worked with Authority Staff to develop a sampling plan for the Toxics Reduction Evaluation Report (TRE).
- HRG assisted with a sampling plan and laboratory investigations

WWTP PROCESS IMPROVEMENTS (.0430)

LSA State-Wide Grant Project

Grant funds must be spent by June 2026. The goal is to complete drawings and scope of work specifications in summer 2024; approve COSTARS proposal and submittals in fall 2024; and commence construction in early spring 2025.

- HRG met with Authority Staff on March 8 to discuss adjustments to the Sanitaire Proposal. HRG reviewed an updated proposal and cost breakdown received by Sanitaire on March 21, 2024. HRG is also investigating blower replacements as an alternative per Staff request.
 - Blower selection was provided to the Authority in May for review
 - HRG is working on blower selection for an alternative manufacturer for price and performance comparison.

WWTP Evaluation Study

- HRG continues to evaluate WWTP alternatives in conjunction with the landfill review and the LSA project.

GIS SERVICES (.0431)

- No updates.

CULVERT INSPECTION (.0433)

- The inspection will be conducted in September.

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/LBL/kmg

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c: Ms. Johanna Wtorkowski
Mr. Mark Wolinsky