

WESTERN WESTMORELAND MUNICIPAL AUTHORITY
REGULAR MONTHLY MEETING – SEPTEMBER 19, 2024

The Board of Directors of the Western Westmoreland Municipal Authority held a regular monthly meeting on Thursday, September 19, 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. 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 |

Absent:

Mr. Kurt Bonnet

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 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 August 15, 2024 as presented. A motion to approve was made by Mr. Mace and seconded by Mr. Gilbert. The motion passed unanimously. Mr. Konkus changed his vote to an abstention because he did not attend the meeting. The motion therefore passed, 8-0, with abstention by Mr. Konkus.

This concluded the Secretary's Report.

6. Treasurer's Report: Charles Konkus:

Mr. Konkus requested the approval of the following requisition:

- A. Revenue Fund Requisition No. 453: \$1,119,376.48: A motion to approve was made by Mr. Lapia and seconded by Ms. Kovac. 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 bypasses for August. Average plant flow for August was 2.58 mgd. Total rainfall was 3.06".

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.

C. Penn Township Sewage Authority (PTSA) Service Area Update:

Mr. Gorski reported that a meeting was held on September 16, 2024 with PTSA's Manager, Solicitor, and Engineer, to review the agreement. Mr. Gorski stated that he will provide an informational update regarding the agreement during the Executive Session. Mr. Lapia asked if the Board was permitted to discuss the PTSA/WWMA agreement during the Executive Session. Mr. Racunas stated there will be no deliberation or action taken, as it will be an informational update only. Mr. Racunas stated that he would provide case law to substantiate his opinion. Mr. Lapia stated that he would like to see the case law.

D. Insurance Broker Services:

1. Mr. Gorski reported that he has received four responses to the Authority's Request for Proposal for insurance brokerage services and pricing for insurance policies. Mr. Gorski stated that the Authority is permitted to have a broker of record for workers compensation insurance, and another broker of record for general liability insurance. Mr. Gorski stated that he did not have much knowledge of any of the firms, with the exception of FWF Insurance Agency, which has served the Authority well for many years. A discussion followed. Mr. Racunas stated that this will be the appointment for professional services. A motion to appoint Duncan Financial Group as the broker of record for workers compensation insurance was made by Mr. Lapia and seconded by Mr. Konkus. The motion passed, 8-1, with Mr. Regola voting against the motion.
2. Mr. Gorski requested board approval of the workers compensation insurance policy for the period from October 2, 2024 through October 2, 2025, with Duncan Financial Group (Keystone Municipal Insurance Trust), in the amount of \$16,789.00. The motion passed, 8-1, with Mr. Regola voting against the motion.

E. General Updates:

1. Sodium Hypochlorite System:
Mr. Gorski reported that a meeting was held with HRG last week to look at the electrical system and to determine placement of the sodium hypochlorite tanks, in order to obtain a more accurate cost estimate. This will be a 2025 capital budget item.
2. Local Share Account Statewide (LSA) Grant Update:
Mr. Gorski reported that he has been working closely with HRG in finalizing the project scope. Mr. Hanley will update the Board during the presentation of his report.
3. Plant Capacity:
Mr. Gorski reported that HRG will provide a presentation at the October 17, 2024 meeting to discuss current and future capacity.
4. Mr. Gorski reported that Mrs. Wtorkowski attended the annual health care summit yesterday. The Authority's medical premiums will increase by 8%, dental premiums will increase by 5%, and vision premiums will remain at the 2024 rate. A discussion followed.
5. Mr. Gorski reported that the Western Pennsylvania Water Pollution Control Association (WPWPCA) will be presenting WWMA with WPWPCA's 2024 Plant Safety Award, next month.
6. Mr. Gorski stated that there are items that will be discussed during the Executive Session.

This concluded the Authority Manager's report.

8. Consulting Engineer: Chad Hanley, HRG:

A. Update:

1. Mr. Hanley reported that he attended the meeting on September 16, 2024 with representatives of PTSA. An informational update will be provided to the Board of Directors during the Executive Session.
2. The NPDES Permit Renewal Toxic Reduction Evaluation (TRE) Plan is on schedule. The PaDEP approved the Authority TRE Plan.
3. Process Improvements Project:
 - a. Mr. Hanley reported that he is waiting for additional pricing from a second blower manufacturer before moving forward with the project.
4. Sodium Hypochlorite Conversion:
 - a. Mr. Hanley reported that HRG has completed an evaluation of the SCADA and the electric side. An evaluation will need to be completed for the process side. Mr. Hanley will present a proposal to the Board at the October 17, 2024 meeting.
5. The culvert inspection was conducted on Monday, September 16, 2024. The report will be submitted to PennDOT, shortly.

This concluded the Engineer's report.

9. Solicitor's Report – Matthew Racunas:

- A. Mr. Racunas said that he has items that will be discussed during the Executive Session. Mr. Racunas read to the Board an excerpt from *Smith vs. the City of Richmond*, regarding the presentation of informational updates during an Executive Session.

This completed the Solicitor's report.

10. Reports of Committees:

- A. Personnel Committee: Joseph Lapia: There was no report. Mr. Lapia stated that a Personnel Committee meeting will be scheduled soon to discuss the proposed changes to the Authority's drug policy.
- B. Finance and Budget Committee: Lisa Kovac:
 1. Ms. Kovac requested Board authorization to purchase a Capital Improvement Fund one-month United States Treasury Bill, in the amount of \$10,000,000.00. A motion to approve was made by Mr. Lapia 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. 124, in the amount of \$3,375.00: A motion to approve was made by Mr. Mace and seconded by Mr. Lapia. The motion passed unanimously.

12. Board Member Comments:

- A. Mr. Lapia thanked Mr. Gorski for his efforts in obtaining insurance brokerage service proposals. Ms. Kovac thanked Mrs. Wtorkowski for providing the information to the Board of Directors.

13. Old Business: None

14. New Business: None

15. 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 for an informational update. The motion passed unanimously. The executive session began at 6:33 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 6:52 P.M. The items discussed were personnel matters and an informational update.

16. A motion to adjourn the meeting was made by Ms. Kovac and seconded by Mr. Slivka. The motion passed unanimously. The meeting was adjourned at 6:52 P.M.



Joseph N. Lapia, Secretary



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CONSULTING ENGINEER'S REPORT

WESTERN WESTMORELAND MUNICIPAL AUTHORITY

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



September 19, 2024 Authority Meeting

RETAINER SERVICES (.0426)

- HRG attended the August Board Meeting and shall attend the September Board Meeting.
- HRG shall prepare the 2024 Q3 Tap Fee calculation in October.

GENERAL SERVICES (.0427)

- HRG attended a meeting regarding the PTSA service area interceptor expansion.
- HRG is working with Authority Staff to troubleshoot equipment restarting issues after power outages at the plant.
- Landfill discharge:
 - No work this month; previously: 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)

- No planning module reviews were conducted in August.

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 assisted with a sampling plan and laboratory investigations. HRG attended a meeting with WWMA Staff and Eurofins to discuss lab capabilities and proposed sampling plan

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 August 7th to review alternatives considered over the past year and refine the scope of this project. HRG prepared a few alternatives with ballpark cost estimates and sketches to present to the board. HRG is working with Aerzen to get a blower selection 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.

SMALL CAPITAL PROJECTS (.0432)

Sodium Hypochlorite Conversion (Phase 03)

- HRG performed dosing calculations, pump selection, tank selection, and layout sketches in the existing chlorine gas room and the garage. Additionally, HRG evaluated the structural integrity with placement of sodium hypochlorite tankage within the garage. Ultimately, WWMA has chosen the existing chlorine gas room as the hypo location.
- HRG met with Authority Staff to discuss sodium hypochlorite ("hypo") tank and pump sizing on July 10th and conducted a site visit to evaluate possible locations on July 18th. HRG will conduct another site visit on September 12th to evaluate existing electrical and controls in the chlorine gas room.
- HRG will present a proposal to the Board at the October 2024 meeting for design and permitting services. HRG assumes equipment procurement through COSTARS and that work will be performed via WWMA Staff, COSTARS, and electrical labor under the bidding threshold.
- HRG has confirmed with DEP that a water quality management permit revision will be required.

CULVERT INSPECTION (.0433)

- The inspection is scheduled for September 16th.

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

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c: Ms. Johanna Wtorkowski
Mr. Mark Wolinsky