

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

The Board of Directors of the Western Westmoreland Municipal Authority held a regular monthly meeting on Thursday, December 19, 2024 at 6:00 P.M. in the Authority conference room, duly advertised, as required, and with the following people in attendance:

1. Roll Call:

Board Members in Attendance:

Mr. Kurt Bonnet	Mr. Stanley Caroline, Jr.	Ms. Lisa Kovac
Mr. Joseph Lapia	Mr. Dylan Mace	Mr. John Slivka

Absent:

Mr. Charles Gilbert	Mr. Charles Konkus	Mr. Kevin McHugh
Mr. Bob Regola		

Others in Attendance:

Mr. Matthew Racunas, Solicitor
Mr. Chad Hanley, Consulting Engineer
Ms. Amanda Lee, 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 November 18, 2024 as presented. A motion to approve was made by Mr. Bonnet and seconded by Ms. Kovac. The motion passed unanimously.

This concluded the Secretary's Report.

6. Treasurer's Report:

Due to Mr. Konkus' absence, Mrs. Wtorkowski requested the approval of the following requisitions:

- A. Revenue Fund Requisition No. 457 Scott Electric: \$557.31: A motion to approve was made by Mr. Lapia and seconded by Mr. Mace. The motion passed unanimously.
- B. Revenue Fund Requisition No. 458: \$208,585.95: A motion to approve was made by Ms. Kovac and seconded by Mr. Slivka. The motion passed unanimously.

This concluded the Treasurer's report.

7. Authority Manager's Report – Stanley Gorski, Jr.:

A. Monthly Update:

1. There were no NPDES violations nor by-pass events for November. Average plant flow was 2.87 mgd.

B. Waste Management/Valley Landfill:

1. Mr. Gorski reported that a meeting was held with representatives of Waste Management on November 30, 2024. Mr. Gorski stated that the Authority and Waste Management are close on the agreement overall. Mr. Gorski stated that the factor has been determined and will be presented to Waste Management at the next meeting, which is scheduled for January 24, 2025. Mr. Gorski stated that he and Mr. Hanley will present a review of the terms of the proposed agreement to the Board once feedback has been received from Waste Management.

C. Penn Township Sewage Authority (PTSA) Interceptor Update:

1. Mr. Gorski reported that a meeting was held on December 9, 2024 with the Managers, Solicitors, and Engineers of WWMA and PTSA. Mr. Gorski stated that discussions are moving along nicely, and he stated that the entities are fairly close to coming to an agreement, at which time Mr. Gorski will present the terms of the proposed agreement to the Board. A discussion followed.

D. General Updates:

1. Sodium Hypochlorite Disinfection System Upgrade:
Mr. Gorski reported that the project is moving along nicely. Mr. Gorski met with Mrs. Liz Lackey and Ms. Amanda Lee yesterday to review the layout of the equipment. Construction should begin by the middle of 2025.
2. LSA Grant:
Mr. Gorski reported that an on-site visit has been scheduled with Breakneck Creek Authority to view equipment that is being considered by WWMA. HRG's SCADA team has been brought in to review the plant controls.
4. Mr. Gorski reported that Robert Vijuk, the newly hired maintenance employee, started working on December 9, 2024 and is doing a nice job.
5. COA-Phase III CCTV Inspection:
Mr. Gorski reported that the CCTV inspection of the new interceptor will take place on January 2, 2025 or January 3, 2025. Insight Pipe Company will complete the work.
6. The odor control carbon media for the primary clarifier odor control unit will be a bid item, as the amount will exceed the \$23,200 bidding threshold. HRG is working on bid specifications.
7. Mr. Gorski reported that Mr. Hanley will provide an update on hydraulic capacity.
8. Mr. Gorski reported that he has been invited to attend a wastewater summit on April 6-7, 2025 in Florida. The summit, which will be fully-paid by the host of the summit, will include fifty managers from the wastewater industry.
9. The remaining item will be discussed during the Executive Session.

This concluded the Authority Manager's report.

8. Consulting Engineer: Chad Hanley, HRG:

A. Update:

1. Plant Hydraulic Capacity:

Mr. Hanley reported that HRG has been compiling data to determine if the plant can hold more capacity than the plant's permitted size. Mr. Hanley stated that Mrs. Schmucker and Ms. Lee have completed calculations based on the data and the upcoming plant improvements and have determined that the Authority may be able to increase the discharge limit under the permit through a permitting change that would require nothing more than applying for a new discharge permit and Water

Quality Management Permit. Calculations indicate that the plant's permitted capacity could increase from 4.4 MGD to 4.8 MGD. The result would provide the Authority with an additional 1,576 equivalent dwelling units (EDUs) when using the "wet" calculations. When added to the plant's current capacity of 960 EDUs, the plant would have 2,536 total EDUs. When using "dry" calculations, the plant would gain 2,500 EDUs, for a total of 4,076. Mr. Hanley stated that there is the possibility of stricter limits on certain parameters. If the permit is approved by the PaDEP, the Authority would not need to undertake a plant expansion in the near future. Mr. Hanley stated that a plant expansion would be needed in the future, but the expansion could be delayed. The estimated costs include \$5,000 for the discharge permit application and \$30,000 for the Water Quality Management application and design engineer's report preparation.

This concluded the Engineer's report.

9. Solicitor's Report – Matthew Racunas:

- A. Mr. Racunas stated that all issues have been covered under the Authority Manager's Report and the Consulting Engineer's Report.

This completed the Solicitor's report.

10. Reports of Committees:

A. Personnel Committee: Joseph Lapia:

1. Mr. Lapia requested approval to set the salaries for the administrative positions for 2025 as presented in the budget that was already approved. A motion to approve was made by Mr. Bonnet and seconded by Ms. Kovac. The motion passed unanimously.
2. Mr. Lapia requested a motion to adopt Resolution No. 2024-03, recognizing the service of Joseph R. Bell. A motion to approve was made by Mr. Mace and seconded by Ms. Kovac. The motion passed unanimously.
3. Mr. Lapia reported that the Personnel Committee is continuing to work on the updated Drug and Alcohol Policy. The committee will begin to update the Personnel Manual in 2025.

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. Mace. The motion passed unanimously.

This concluded the Finance and Budget Committee report.

- C. Legal and Engineering Services Committee: There was no report.

11. Requisitions and PENNVEST Payments:

Mr. Caroline requested Board approval of the following Requisition:

- A. Approval of Capital Improvement Fund Requisition No. 127, in the amount of \$18,885.00: A motion to approve was made by Mr. Lapia and seconded by Mr. Bonnet. The motion passed unanimously.

12. Board Member Comments: Mr. Caroline wished those in attendance a Merry Christmas.

13. Old Business: None

14. New Business: None

15. Executive Session:

A motion was made by Ms. Kovac and seconded by Mr. Lapia, to enter into an executive session to discuss personnel matters. 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 Ms. Kovac. The motion passed unanimously. The Board returned to the regular meeting at 6:27 P.M. The items discussed were personnel matters.

Mr. Lapia reminded the Board Members that a retirement luncheon will be held on Friday, January 3, 2025 for retiring Electrician Joseph Bell.

16. A motion to adjourn the meeting was made by Mr. Lapia and seconded by Ms. Kovac. The motion passed unanimously. The meeting was adjourned at 6:28 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: November 2024
HRG Project Number: R008234.0426
Prepared: December 11, 2024



December 19, 2024 Authority Meeting

RETAINER SERVICES (.0426)

- HRG attended the November Board Meeting and shall attend the December Board Meeting.
- HRG worked with Authority Staff to finalize the Annual Report. Two hard copies will be provided prior to the December meeting.

GENERAL SERVICES (.0427)

- Landfill agreement:
 - HRG attended a meeting on October 30th (remotely) with the staff of Waste Management (WM) to review their comments on the proposed agreement.
 - HRG held a follow-up call with WWMA staff on November 11th to discuss proposed modifications to the agreement.
 - HRG continues to prepare and modify documents to be utilized during a future meeting with WM.
- HRG is working with Authority Staff to troubleshoot equipment restarting issues after power outages at the plant.

PLANNING MODULE REVIEWS (.0428)

- No Planning Module Reviews were completed in November.

NPDES PERMIT RENEWAL (.0429)

- 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 to discuss lab results and next steps. HRG worked with Authority Staff to develop a sampling plan to further prove our hypothesis.
 - HRG reviewed and compared laboratory capabilities to meet requirements of the NPDES permits and potential impacts.

WWTP PROCESS IMPROVEMENTS (.0430)

WWTP Evaluation Study

- HRG evaluated the feasibility of a hydraulic capacity rerate and provided a memorandum on December 5th to the Authority Manager detailing findings. The preliminary calculations show a promising opportunity to increase the permitted hydraulic capacity of the WWTP by 0.4 MGD, from 4.4 to 4.8 MGD.

GIS SERVICES (.0431)

- No updates.

SMALL CAPITAL PROJECTS (.0432)

Phase 3: Odor Control Carbon Replacement

- HRG reviewed quotes received by multiple vendors; all quotes were over the bid threshold.
- HRG began preparing contract documents for carbon procurement and installation.

CULVERT INSPECTION (.0433)

- HRG completed the inspection report and submitted to PennDOT on October 14th. As of the writing of this report, the status of the report continues to be "submitted" within their database. Once PennDOT reviews, it is expected that they will change the status to "accepted".

WWTP DISINFECTION IMPROVEMENTS: SODIUM HYPO (.0434)

- HRG continued to proceed with the design of the sodium hypochlorite system inclusive of dosing pumps, bulk storage, and chemical containment.
- HRG coordinated with vendors to select and size equipment and prepare technical specifications.
- HRG began preparing the Water Quality Management (WQM) permit application.
- HRG prepared and sent Municipal notification letters as required by the permit application.
- HRG will continue to coordinate with Authority staff for required signatures and permit fees.

LSA – PROCESS CONTROL IMPROVEMENTS (.0435)

- HRG began preparing process calculations and reviewing SCADA needs for the project.
- A site visit to view the proposed blowers is scheduled for January 9th.

PHASE III INTERCEPTOR CCTV PROJECT (.0436)

- HRG coordinated with Insight Pipe and prepared mapping of the required CCTV sewers. A quote has been received from Insight Pipe and HRG and WWMA will be discussing the submitted quote prior to authorization to proceed.

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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/AEL/kmg

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c: Ms. Johanna Wtorkowski
Mr. Mark Wolinsky