

WESTERN WESTMORELAND MUNICIPAL AUTHORITY

REGULAR MONTHLY AND ANNUAL REORGANIZATIONAL MEETING – FEBRUARY 20, 2025

The Board of Directors of the Western Westmoreland Municipal Authority held a regular monthly and annual reorganizational meeting on Thursday, February 20, 2025 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. Charles Gilbert	Ms. Lisa Kovac
Mr. Joseph Lapia	Mr. Dylan Mace	Mr. Kevin McHugh
Mr. John Slivka		

Absent:

Mr. Stanley Caroline, Jr.	Mr. Charles Konkus	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. Due to Mr. Caroline's absence, Mr. Mace chaired the meeting. Mr. Mace led the Pledge of Allegiance.

3. Annual Reorganization:

A. Appointment of Officers:

Mr. Mace turned the meeting over to Solicitor Matthew Racunas for the annual reorganization.

1. Nomination of Chairman/Chairwoman:

Mr. Racunas called for nominations for the office of Chairman. A motion to appoint Mr. Caroline as Chairman was made by Ms. Kovac and seconded by Mr. Gilbert. The motion to appoint Mr. Caroline as Chairman passed unanimously.

2. Nomination of Vice-Chairman/Vice-Chairwoman:

Mr. Racunas Caroline called for nominations for the office of Vice-Chairman. A motion to appoint Mr. Mace as Vice-Chairman was made by Ms. Kovac and seconded by Mr. Bonnet. The motion to appoint Mr. Mace as Vice-Chairman passed unanimously.

Mr. Racunas turned to meeting over to Vice-Chairman Mace.

3. Nomination of Secretary:

Mr. Mace called for nominations for the office of Secretary. A motion to appoint Mr. Lapia as Secretary was made by Mr. Gilbert and seconded by Ms. Kovac. The motion to appoint Mr. Lapia as Secretary passed unanimously.

4. Nomination of Treasurer:

Mr. Mace called for nominations for the office of Treasurer. A motion to appoint Mr. Konkus as Treasurer was made by Mr. Lapia and seconded by Mr. McHugh. The motion to appoint Mr. Konkus as Treasurer passed unanimously.

5. Nomination of Assistant Secretary-Treasurer:

Mr. Mace called for nominations for the office of Assistant Secretary-Treasurer, a non-voting office. A motion to appoint Mrs. Wtorkowski as Assistant Secretary-Treasurer was made by Ms. Kovac and seconded by Mr. Lapia. The motion to appoint Mrs. Wtorkowski as Assistant Secretary-Treasurer passed unanimously.

B. Appointment of Solicitor:

Mr. Mace called for nominations for appointment of Solicitor. A motion to appoint Racunas Law Group, LLC, as Solicitor was made by made by Mr. Lapia, and seconded by Mr. McHugh. The motion to appoint Racunas Law Group, LLC, as Solicitor passed unanimously.

Mr. Racunas thanked the Board for the appointment.

C. Appointment of Consulting Engineer:

Mr. Mace called for nominations for appointment of Consulting Engineer. A motion to appoint Herbert, Rowland & Grubic, Inc. (HRG) as Consulting Engineer and authorize the Authority Manager to sign the Engineering Services Contract on behalf of the Authority was made by Ms. Kovac and seconded by Mr. McHugh. The motion to appoint HRG as Consulting Engineer and authorize the Authority Manager to sign the Engineering Services Contract on behalf of the Authority, passed unanimously.

Mr. Hanley thanked the Board for the appointment.

D. Appointment of Auditor:

Mr. Mace called for nominations for the appointment of Auditor. A motion to appoint Opst & Associates, LLC, as Auditor was made by Mr. Lapia, and seconded by Mr. McHugh. The motion to appoint Opst & Associates as Auditor passed unanimously.

E. Appointment of Trustee:

Mr. Mace called for nominations for appointment of Trustee. A motion to appoint U.S. Bank as Trustee was made by Ms. Kovac and seconded by Mr. Lapia. The motion to appoint U.S. Bank as Trustee passed unanimously.

F. Appointment of Bond Counsel:

Mr. Mace called for nominations for appointment of Bond Counsel. A motion to appoint Clark Hill PLC, as Bond Counsel, was made by Mr. McHugh, and seconded by Mr. Gilbert. The motion to appoint Clark Hill PLC as Bond Counsel passed unanimously.

G. Appointment of Financial Advisor:

Mr. Mace called for nominations for appointment of Financial Advisor. A motion to appoint Commonwealth Investment Management, Inc., as Financial Advisor, was made by Ms. Kovac and seconded by Mr. Gilbert. The motion to appoint Commonwealth Investment Management, Inc. as Financial Advisor passed unanimously.

H. Appointment of Depositary:

Mr. Mace called for nominations for appointment of Depositary. A motion to appoint First National Bank as Depositary was made by Mr. Gilbert and seconded by Mr. McHugh. The motion to appoint First National Bank as Depositary passed unanimously.

I. Mr. Lapia stated that Chairman Caroline's intention is to reappoint all current committee members to their respective committees. The committee assignments are as follows:

Legal & Engineering Services Committee:

Charles Gilbert
Kevin McHugh
Kurt Bonnet

Finance & Budget Committee:

Charles Konkus
Bob Regola
Lisa Kovac

Personnel Committee:

Joseph Lapia
Dylan Mace
John Slivka

4. Public Comments: None

5. Communications: None

6. Secretary's Report: Joseph Lapia:

A. Mr. Lapia requested the approval of the minutes for the regular meeting of January 16, 2025, as presented. A motion to approve was made by Mr. McHugh and seconded by Ms. Kovac. The motion passed 6-0, with an abstention by Mr. Gilbert, who did not attend the meeting.

This concluded the Secretary's Report.

7. Treasurer's Report:

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

A. Revenue Fund Requisition No. 460: \$348,151.53: A motion to approve was made by Ms. Kovac and seconded by Mr. Gilbert. Mr. Lapia asked why an estimated amount was included on the Revenue Fund Requisition. Mrs. Wtorkowski explained that the amount was based on the quote, but the invoice was not yet received, and the funds will be

disbursed before the next regular meeting. The amount is significant, and Mrs. Wtorkowski included the amount as an estimate (after listing actual expenditures), so the funds could be transferred to cover the payment. Mrs. Wtorkowski stated that the Board approved the expenditure at the January 16, 2025 meeting. The motion passed unanimously.

This concluded the Treasurer's report.

8. Authority Manager's Report – Stanley Gorski, Jr.:
 - A. Mr. Gorski reported that there were no NPDES violations for January. There were no plant by-passes during January. Average plant flow was 2.86 mgd. Maximum flow was 6.5 million gallons. Rainfall was 1.2" for January. The equalization tank currently contains 3.2 million gallons. The tank will be drained tomorrow.
 - B. Waste Management/Valley Landfill:
 1. Mr. Gorski reported that a meeting was held on January 24, 2025 with representatives of Valley Landfill/Waste Management (Landfill), at which time Mr. Gorski presented the calculated factor, along with responses to requests that were submitted by the Landfill. The Landfill's attorneys and engineers will now review the information. Mr. Gorski stated that the meeting went well. Mr. Gorski stated that he will contact the Landfill in a couple of weeks.
 - C. Penn Township Sewage Authority (PTSA) Interceptor Update:
 1. Mr. Gorski reported that a meeting has been scheduled with the Managers, Solicitors, and Engineers of WWMA and PTSA for February 24, 2025. Mr. Gorski will provide the Board with an update following the meeting.
 - D. WWTP Disinfection Improvements-Sodium Hypochlorite Project:
 1. The Water Quality Management Permit application has been submitted to the PaDEP. Ms. Lee stated that the PaDEP estimated that a response will be submitted by May 27, 2025. In the meantime, Mr. Gorski and Mr. Hanley will be looking at drawings.
 - E. LSA Process Control Improvements Project:
 1. Mr. Gorski reported that a manufacturer is stating that there could be a blower on each side that controls the three tanks, utilizing actuated valves and mass flow meters for each tank. Mr. Gorski and Mr. Hanley will meet with the manufacturer to discuss this option.
 - F. COA-Phase III Project-CCTV Review:
 1. The CCTV report showed no concerns. The work, completed by Insight Pipe Contracting, LLC, came in under budget.
 - G. Odor Control Media Replacement:
 1. Bids were received from PennBid. Mr. Gorski stated that Mr. Hanley will provide an update during his report.
 - H. General Liability Insurance:
 1. Mr. Gorski reported that the General Liability Insurance quotes came in, with the low quote being submitted by EMC Insurance, in the amount of \$54,719.00. The policy period will end on December 31, 2025. Mr. Gorski stated that, in September, he will request quotes for general liability and workers' compensation insurance for the period from January 1-December 31, 2026.
 - I. Turtle Creek Watershed Association:

1. Mr. Gorski stated that he would like the Authority to become a member of the Turtle Creek Watershed Association (TCWA). Mr. Gorski stated that Western Westmoreland Municipal Authority (WWMA) currently allows the TCWA access to the plant grounds for monitoring acid levels in Brush Creek. The TCWA is working to remove acid mine drainage from Brush Creek. Mr. Gorski stated that the annual membership fee of \$50.00 would support the organization. Mr. Lapia stated that WWMA is not in the business of providing support to organizations. Mr. Gilbert stated that the Authority discharges into Brush Creek. Mr. Gilbert asked if the membership would give the Authority access to information regarding the cleanup of Brush Creek. Mr. Gorski did not know if the membership would provide additional information to the Authority. Ms. Kovac, Mr. Mace, Mr. Bonnet, and Mr. Gilbert stated that they were in favor of becoming a member of the organization. Mr. Gorski stated that this item will be presented to the Board for consideration and/or approval at the March 20, 2025 meeting.
- J. Mr. Gorski reported that last week, an Authority employee discovered what appeared to be a human ear in the influent screens. Mr. Gorski notified the North Huntingdon Township Police. Police officers and a detective came to the plant and took the specimen. Mr. Gorski spoke with a County detective who said the specimen may be a placenta. Mr. Gorski has not heard from the North Huntingdon Township Police Department regarding this issue.
- K. Mr. Gorski reported that he is currently working with Mr. Racunas and the new drug testing company to develop DOT and Non-DOT drug policies. Once the policies have been developed, they will be submitted to the Personnel Committee for review.
- L. Mr. Gorski reported that the Authority's electric service broker, Keytex Energy, offers a Demand Response Plan that could save the Authority approximately \$16,000.00 per year in electricity costs. Mr. Gorski stated that Authority employees completed a test run to shut down equipment throughout the plant and pump station, and they created a standard operating procedure (SOP) detailing the process to shut down and restart equipment. The process takes approximately 45 minutes. The Authority would be required to undergo an audit in order to be accepted into the program. In the event of an emergency where the Authority could not power off equipment, the Authority would not receive a credit for that month.
- M. Mr. Gorski reported that the Authority previously purchased a unit that sprays a mist into the centrifuge room. The mist reacts with the hydrogen sulfide (H₂S) gas to reduce the amount of H₂S in the room. Mr. Gorski reported that the Authority has been receiving higher readings of H₂S recently. Mr. Gorski is looking into addressing the H₂S at the source (the digesters), before the H₂S reaches the centrifuge. Mr. Gorski is looking at adding a calcium nitrate solution to the digesters, which turns the gas from hydrogen sulfide to hydrogen sulfate, eliminating the dangerous gas. This process would require totes and a transfer system.

This concluded the Authority Manager's report.

9. Consulting Engineer: Chad Hanley, HRG:
 - A. Monthly Update:
 1. Odor Control Media Replacement Project:

Mr. Hanley reported that bids were opened on February 12, 2025. Two bids were received. Both bids contained irregularities. Mr. Racunas stated that the Authority could waive the irregularities if they are not material to the overall bid. Mr. Hanley recommended that the Authority refuse all bids and re-advertise for bids. Mr. Hanley requested Board approval to reject all bids and to rebid for Odor Control Media. A motion to approve was made by Ms. Kovac and seconded by Mr. Gilbert. The motion passed unanimously.

This concluded Mr. Hanley's report. The complete report is attached to these minutes.

10. Solicitor's Report – Matt Racunas:

Mr. Racunas stated that he is working on the Drug Policy, the PTSA Issue, and the Landfill Issue, and Mr. Gorski covered these items during his report. Mr. Racunas stated that he has nothing to add.

This concluded the Solicitor's Report.

11. Reports of Committees:

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

B. Finance and Budget Committee: Lisa Kovac:

1. Ms. Kovac requested that the Board authorize the purchase of a Capital Improvement Fund one-month United States Treasury Bill, in the amount of \$10,365,000.00. A motion to approve was made by Mr. Gilbert and seconded by Mr. McHugh. The motion passed unanimously.

This concluded the Finance and Budget Committee report.

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

12. Requisitions:

Mr. Mace requested Board approval of the following Requisition:

- A. Approve Capital Improvement Fund Requisition No. 129, in the amount of \$32,882.09: A motion to approve was made by Mr. Bonnet and seconded by Ms. Kovac. The motion passed unanimously.

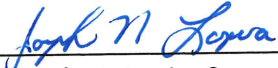
13. Board Member Comments:

- A. Ms. Kovac stated that Mr. Mace did a good job as acting Chairman.

14. Old Business: None

15. New Business: None

16. A motion to adjourn the meeting was made by Ms. Kovac and seconded by Mr. Lapia. The motion passed unanimously. The meeting was adjourned at 6:36 P.M.



Joseph N. Lapia, Secretary



Herbert, Rowland & Grubic, Inc.
220 West Kensing Drive, Suite 100
Cranberry Township, PA 16066
724.779.4777
www.hrg-inc.com

CONSULTING ENGINEER'S REPORT

WESTERN WESTMORELAND MUNICIPAL AUTHORITY

Attn: Mr. Stanley A. Gorski, Jr., Authority Manager
Report Period: January 2025
HRG Project Number: R008234.0426
Prepared: February 13, 2025



February 20, 2025 Authority Meeting

RETAINER SERVICES (.0426)

- HRG attended the January Board Meeting and shall attend the February Board Meeting.
- HRG started preparing the Chapter 94 Wasteload Management report that is due to DEP by March 31st.

GENERAL SERVICES (.0427)

- Landfill agreement:
 - HRG provided final exhibits to WWMA Staff and HRG and WWMA met with Waste Management (WM) on January 24th to present the exhibits and agreement. WM is reviewing.
- HRG is working with Authority Staff to troubleshoot equipment restarting issues after power outages at the plant.
- HRG assisted with SCADA and instrumentation reviews.

PLANNING MODULE REVIEWS (.0428)

- HRG provided a capacity verification for the Harper Subdivision.

NPDES PERMIT RENEWAL (.0429)

- Phase 2 – TRE Report
 - Results demonstrate there is a lab interference and indicate that free cyanide limits and testing requirements may be removed from the NPDES permit. HRG worked with Authority Staff to provide an update to DEP on these findings and continued to work on finalizing the formal TRE Report ahead of schedule. HRG will have a draft report for Authority Staff review in February.
- Phase 03 WQBEL Compliance Report
 - Given the findings of the TRE and pending approval of the permit amendment application, this phase will not be required.

- Phase 05 Permit Amendment Application
 - Given the findings of the TRE Report, HRG has started preparing an NPDES permit modification application to remove free cyanide requirements and the need for the WQBEL Compliance Report. This amendment will be submitted as an appendix item to the final TRE Report.

WWTP PROCESS IMPROVEMENTS (.0430)

WWTP Evaluation Study

- HRG and WWMA will meet with PADEP to discuss required permitting for the WWTP rerate in the future; it is intended that we first work through the permitting for the TRE and the disinfection projects before approaching DEP on the rerate.

GIS SERVICES (.0431)

- No updates.

SMALL CAPITAL PROJECTS (.0432)

Phase 03: Odor Control Carbon Replacement

- Bids were opened February 12th at 11:00 AM via PennBid; two bids were received with both having irregularities. One bidder submitted their bid via email, which cannot be accepted. HRG has discussed issue with Authority Manager and Solicitor. Further conversation with and decision by Board will be required.

CULVERT INSPECTION (.0433)

- PennDOT has changed the status of the inspection to "accepted". This work is complete.

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 submitted the Water Quality Management (WQM) permit application to DEP on January 10th. The permit application has passed the completeness review and is currently under technical review. DEP estimates a return date at the end of May 2025.

LSA – PROCESS CONTROL IMPROVEMENTS (.0435)

- HRG began preparing process calculations and reviewing SCADA needs for the project.
- HRG attended a site visit on January 9th with WWMA to visit an installation of a proposed option for the blowers.
- HRG met with WWMA on February 3rd to discuss the next steps for the project.
- HRG attended a site visit on February 5th with WWMA to visit an installation of a proposed option for the blowers.

- HRG and WWMA met with Aerzen on February 11th to learn more about their blowers and control system.

PHASE III INTERCEPTOR CCTV PROJECT (.0436)

- Insight Pipe mobilized and completed the work in January.
- HRG has received all videos, has completed the review, and is compiling our findings. We anticipate having the results compiled next week.

END OF ENGINEER'S RETAINER SERVICES AND ACTIVE PROJECTS REPORT

Herbert, Rowland & Grubic, Inc.



Chad E. Hanley, P.E.
Group Manager | Water & Wastewater

CEH/LBL/ALP/SCS/AEL
P:\0082\008234_0426\Admin\BOD CE Reports\2025\2025.02.20_HRG_CE_Report.docx

c: Ms. Johanna Wtorkowski
Mr. Mark Wolinsky