WESTERN WESTMORELAND MUNICIPAL AUTHORITY

REGULAR MONTHLY MEETING – JUNE 18, 2026

The Board of Directors of Western Westmoreland Municipal Authority held a regular monthly meeting on Thursday, June 18, 2026 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. Stanley Caroline, Jr.	Mr. Charles Konkus	Ms. Lisa Kovac
Mr. Joseph Lapia	Mr. Antonio Lio	Mr. Dylan Mace
Mr. JP McHugh	Mr. Shawn Stitely	

   Absent:

Mr. Kurt Bonnet	Mr. Bob Regola

   Others in Attendance:
   Mr. Matthew Racunas, Solicitor
   Mr. Chad Hanley, PE, Consulting Engineer, Herbert, Rowland & Grubic, Inc.
   Mr. Mark J. Wolinsky, Operations & Compliance 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 approval of the meeting minutes of May 21, 2026, as presented. A motion to approve was made by Ms. Kovac and seconded by Mr. McHugh. The motion passed unanimously.

   This concluded the Secretary's Report.

6. Treasurer's Report: Lisa Kovac:
   Ms. Kovac requested approval of the following requisition:
   Revenue Fund Requisition No. 481: $207,460.79: A motion to approve was made by Mr. Lapia and seconded by Mr. Konkus. The motion passed unanimously.

   This concluded the Treasurer's report.

7. Operations & Compliance Manager's Report – Mark Wolinsky:
   A. General Update:
      1. LSA-Process Control Improvements Project:
         Mr. Wolinsky reported that the project is in the submittal phase. The Authority is waiting for an RFI that was requested from the electrician.
      2. Pressure-Washing of Equalization (EQ) Tank:
         Mr. Wolinsky reported that Mr. Gorski has obtained three proposals for the pressure-washing of the EQ tank and is waiting for a fourth proposal. A brief discussion followed.

3. Developer Procedures:
   Mr. Wolinsky reported that he and Mr. Gorski have been updating the procedures for developers that are posted on the Authority website. Mr. Racunas has reviewed the updates.
4. Planning Module Review:
   Mr. Wolinsky reported that a planning module review request was completed for Traditions of America. The number of equivalent dwelling units (EDUs) increased from 221 to 222.
5. Primary Clarifier Rehabilitation Project:
   The project is moving along. The Authority is waiting for updated pricing from the vendor. The contractor is still working on a bid for the installation.
6. Boiler Replacement:
   Authority personnel met with the contractor on June 9, 2026 to discuss the steps for installation. The contractor plans to install the boilers in mid-July or early-August.
7. Board Member Policy:
   Work continues on the Board Member Policy. Mr. Wolinsky expects that the policy will be submitted to the Board for approval at the July 16, 2026 meeting. Mr. Racunas will provide more information during his report.

B. Plant Update:
1. Employees are painting the concrete in the Grit Building.
2. Employees will be performing right-of-way clearing. The Authority intends to send letters to property owners notifying them that Authority employees will be working within the right-of-way.
3. There were no NPDES violations or by-pass events during May. Average flow was 3.16 mgd. Maximum flow was 5.56 mgd. Total rainfall was 3.55”.
4. There was a fecal coliform violation in April, due to the plant going into nitrite lock. The nitrite lock was discovered almost immediately and the issue was resolved. Employees are working to return the plant back to nitrification. A discussion followed.

C. Mr. Wolinsky requested Board authorization to charge a $1,500.00 capacity fee to Deborah A. Swanstrom, located at 4095 Hyland Road, Jeannette, PA 15644. Mr. Wolinsky provided an explanation for the request. A brief discussion followed. A motion to approve was made by Mr. Stitely and seconded by Mr. Mace. Mr. Lapia asked if the Authority has provisions for payment arrangements. Mrs. Wtorkowski stated that such a situation has never occurred before. Mrs. Wtorkowski stated that, if such a situation would occur, it would be brought before the Board. Mr. Racunas concurred with Mrs. Wtorkowski. The motion passed unanimously.

Ms. Kovac asked if the tree removal work was completed. Mr. Wolinsky stated that the work was completed.

This concluded the Operations & Compliance Manager’s report.

8. Consulting Engineer: Chad Hanley, PE, HRG:

A. Update:
1. WWTP Rerate:
   Mr. Hanley reported that the planning module was submitted to North Huntingdon Township Commissioners for review and approval.

This concluded the Engineer’s Report.

9. Solicitor's Report – Matthew Racunas:
   A. Mr. Racunas reported that he has been working with Mr. Gorski and Mr. Wolinsky to revise the developer guidelines. Mr. Racunas stated that Mr. Gorski and Mr. Wolinsky did a very good job breaking down the requirements into step-by-step procedures.
   B. Mr. Racunas reported that Mr. Gorski found a Board Member Policy that was previously approved by the Authority Board. Mr. Racunas stated that the new Board Member policy will be incorporated with the existing Board Member policy. Mr. Racunas stated that, when the report is approved by the Board, the approval will serve as confirmation that the current Board has received and read the policy. Future Board Members will be given a copy of the policy and will be required to sign a statement indicating that he/she has received the policy.

   This concluded the Solicitor's Report.

10. Reports of Committees:
   A. Personnel Committee – Joseph Lapia
      1. Mr. Lapia made a motion to table Agenda Item 10A 1 until the July meeting. A motion to approve was made by Mr. Konkus and seconded by Mr. Lio. The motion passed unanimously.
   B. Finance and Budget Committee:
      1. Ms. Kovac requested Board authorization to purchase a Capital Improvement Fund one-month United States Treasury Bill in the amount of $3,400,000.00. A motion to approve was made by Mr. Lapia and seconded by Mr. McHugh. The motion passed unanimously.

      This concluded the Finance and Budget Committee report.
   C. Legal and Engineering Services Committee – JP McHugh: There was no report.

11. Requisitions:
   Mr. Caroline requested Board approval of the following Requisition:
   A. Approval of Capital Improvement Fund Requisition No. 145, in the amount of $7,405.85. A motion to approve was made by Ms. Kovac and seconded by Mr. Stitely. The motion passed unanimously.

12. Board Member Comments:
   A. Mr. Stitely referred to the Authority authorizing HRG to create a GIS system for the Authority. Mr. Stitely stated that the GIS system has been completed and HRG has trained employees on the use of the system. Mr. Stitely stated that employees are now able to locate sanitary sewer lines immediately, and he commented that it was money well-spent.

13. Old Business: None

14. New Business: None

15. Executive Session: None

16. A motion to adjourn the meeting was made by Mr. Lio and seconded by Ms. Kovac. The motion passed unanimously. The meeting was adjourned at 6:30 P.M.

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Joseph N. Lapia, Secretary

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   A. Mr. Racunas reported that he has been working with Mr. Gorski and Mr. Wolinsky to revise the developer guidelines. Mr. Racunas stated that Mr. Gorski and Mr. Wolinsky did a very good job breaking down the requirements into step-by-step procedures.
   B. Mr. Racunas reported that Mr. Gorski found a Board Member Policy that was previously approved by the Authority Board. Mr. Racunas stated that the new Board Member policy will be incorporated with the existing Board Member policy. Mr. Racunas stated that, when the report is approved by the Board, the approval will serve as confirmation that the current Board has received and read the policy. Future Board Members will be given a copy of the policy and will be required to sign a statement indicating that he/she has received the policy.

   This concluded the Solicitor's Report.

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      This concluded the Finance and Budget Committee report.
   C. Legal and Engineering Services Committee – JP McHugh: There was no report.

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12. Board Member Comments:
   A. Mr. Stitely referred to the Authority authorizing HRG to create a GIS system for the Authority. Mr. Stitely stated that the GIS system has been completed and HRG has trained employees on the use of the system. Mr. Stitely stated that employees are now able to locate sanitary sewer lines immediately, and he commented that it was money well-spent.

13. Old Business: None

14. New Business:None

15. Executive Session: None

16. A motion to adjourn the meeting was made by Mr. Lio and seconded by Ms. Kovac. The motion passed unanimously. The meeting was adjourned at 6:30 P.M.

Joseph N. Lapia

Joseph N. Lapia, Secretary

Herbert, Rowland & Grubic, Inc.
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Cranberry Township, PA 16066
724.779.4777
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CONSULTING ENGINEER'S REPORT

WESTERN WESTMORELAND MUNICIPAL AUTHORITY

Attn: Mr. Stanley A. Gorski, Jr., Authority Manager
Report Period: May 2026
HRG Project Number: R008234.0426
Prepared: June 10, 2026

June 18, 2026 Authority Meeting

RETAINER SERVICES (.0426)

- HRG attended the May Board Meeting and shall attend the June Board Meeting.

GENERAL SERVICES (.0427)

- HRG attended the Manager's Meeting at WWMA on May 13th.
- The bi-monthly project status meeting with staff was held on May 27th.

PLANNING MODULE REVIEWS (.0428)

- HRG provided a planning module application mailer review for the Penn City Petro development.
- HRG provided a revised planning module review for the Traditions of America development.

WWTP PROCESS IMPROVEMENTS (.0430)

WWTP Evaluation Study

- No activity this month.

SMALL CAPITAL PROJECTS (.0432)

Phase 04: Primary Clarifier Equipment Replacement

- HRG attended a site visit with Kappe Associates (Supplier) and Lone Pine Construction (Contractor) on May 14, 2026, to review the proposal, finalize project scope, and discuss equipment preferences. Kappe will provide an updated proposal based on discussions from the site visit.
- HRG will continue to assist the Authority as the project progresses.

LSA – PROCESS CONTROL IMPROVEMENTS (.0435)

- A site visit was held on March 5, 2026, with HRG, WWMA, and Lone Pine to review the scope for the froth spray replacement. A proposal was prepared by Lone Pine for this additional scope and executed after the March Board Meeting.
- Kappe and Lone Pine have submitted their Certificate of Liability Insurance to HRG and WWMA for the project.
- HRG continues to review submittals and respond to clarifications as needed.
- A meeting was held on May 20, 2026, with HRG, WWMA, Kappe, Lone Pine, and NextGen to review the construction schedule.

PTSA SERVICE AREA EXPANSION (.0436)

- HRG attended a joint update meeting with PTSA and WWMA on March 12, 2026.
- No additional project submissions have been received at this time.

GIS SERVICES (.0438)

- HRG incorporated NHTMA layers into the WWMA Mapping.
- HRG conducted a staff training meeting on May 12, 2026.
- HRG added PTSA layers into the WWMA mapping.

WWTP RERATE PLANNING AND PERMITTING (.0439)

- HRG assisted WWMA with the preparation of a letter to DEP regarding the decommissioning of the existing grit removal system and converting the temporary magnesium hydroxide chemical addition system to a permanent part of the treatment process.
- HRG sent the Component 3m planning module to the appropriate planning agencies (North Huntingdon Township and Westmoreland County) for their review. Both planning agencies have returned their reviews to HRG, expressing no concerns with the project. Next, HRG will transmit the Component 3m planning module to the North Huntingdon Township Board of Commissioners for their adoption. Once the planning module has been adopted, it can be submitted to DEP for their review and approval.
- HRG has commenced early work on the Water Quality Management Permit Application and has finalized the calculations required for this application prior to submitting the Component 3m planning module to DEP.

SYSTEM INTEGRATION SERVICES (.0440)

Phase 01: LSA Project

- HRG continues to review submittals and respond to clarifications as needed.

END OF ENGINEER'S RETAINER SERVICES AND ACTIVE PROJECTS REPORT

Herbert, Rowland & Grubic, Inc.

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

Amanda E. Lee, E.I.
Staff Engineer | Water & Wastewater

CEH/AEL
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c: Ms. Johanna Wtorkowski
Mr. Mark Wolinsky