

WESTERN WESTMORELAND MUNICIPAL AUTHORITY

REGULAR MONTHLY MEETING – OCTOBER 18, 2007

The Board of Directors of the Western Westmoreland Municipal Authority held a regular monthly meeting on Thursday, October 18, 2007 at 7:00 PM in the Authority conference room.

Attendance:

Pat Altman	John Nabuda
Larry Chrzan	Robert Pioth
Edward Falta	John Shepherd
Dan Hall	Sam Testa
Charles Konkus	Robert Zentner

**William Ferraro in absence of John Campfield, solicitor
Mark Poole, consulting engineer
Kevin Fisher, general manager**

Mr. Pioth led the Pledge of Allegiance and moment of silence for troops overseas.

Public Comments: None – John Thornton, visitor and Tribune-Review reporter, Chris Foreman in attendance

Motion to accept the minutes of the meeting of September 25, 2007 as presented made by Larry Chrzan, second by Dan Hall. Mr. Zentner had a correction to the minutes which will be incorporated upon the clarification by the general manager, Kevin Fisher. Motion to table the approval of the minutes made by Larry Chrzan, second by Dan Hall. Motion carried unanimously.

Motion to approve for payment Revenue Fund Requisition No. 81 as presented made by Pat Altman, second by John Shepherd. The assistant secretary-treasurer informed the Board of an error in addition discovered after remittance of documents via mail to the Board. The additional amount to be added is \$ 85.88. With this addition the total amount to be approved is \$ 183,456.33. Motion carried unanimously.

Motion to approve for payment Capital Improvement Fund Requisition No. 70 as presented made by John Nabuda, second by John Shepherd. Motion carried unanimously.

Motion to approve for payment 2005 Construction Fund Requisition No. 2005-30 as presented made by Robert Zentner, second by Pat Altman. Motion carried unanimously.

Communications: Approval required for selection of distribution of excess interest for the pension fund. Members were presented with the current calculation of the interest by PMRS and the document of last year's selection. Motion made by Robert Zentner, second by John Nabuda to have PMRS distribute the excess interest in the same manner as last year. Motion carried unanimously.

Notice of Region 9 & 10 Fall Dinner Meeting at the Pittsburgh Field Club on Saturday, November 10, 2007. Interested Board members are to contact the assistant secretary-treasurer of their intent. Question arose as to whether the Authority will pay for spouse attendance. PMAA encourages spouses to attend. Dan Hall made a motion that the Authority pay for board members and spouses to attend this affair, second by Robert Zentner. Roll call vote requested. After some discussion, the motion and second were withdrawn.

Report of Secretary- John Shepherd – no report

Report of Treasurer – Pat Altman – bills have been reviewed and checks signed.

Reports of Committees:

- A. General Manager – Kevin Fisher – no report of operations. Committee is still working on the by-laws. Ed Falta, head of the conference/education policy, read the proposed new policy to the Board for discussion. There were some clarifications of the items presented. Motion to adopt the revised conference/education policy and new expense report form made by Larry Chrzan, second by John Shepherd. Motion carried unanimously.**

Motion made by John Shepherd, second by John Nabuda, that in light of the adoption of the new policy, that the Authority will not pay for spouse attendance at the PMAA dinner, only for Board members. Motion carried unanimously.

Kevin Fisher then presented an oral report of the WEFTEC conference he attended in San Diego, California. He met with regional sales managers of various equipment companies and discussed the Authority's future needs. Those companies are Kaiser for blowers, sludge dewatering equipment and demonstration of that equipment, and flow meters. By discussing the flow meter need with the manufacturing representative, the Authority can save \$ 1500.00 on the meter for outfall #2.

- B. Consulting Engineer – Mark Poole – written report presented to those in attendance. Those items discussed by the general manager were again brought forth. The Board needs to give a final approval of the long term control plan for presentation to DEP. The plan will be put into effect upon approval by DEP. To the written report of Mr. Poole, an attachment shows the cost of proposed improvements at the plant. Motion to approve the long term control plan as presented made by Sam Testa, second by Robert Zentner. Motion carried unanimously. Other topics of discussion were WWTP facilities planning study, the meter location plan, Ardara Sewer Service area issues, Trafford Borough issue, annual report and budget and Valley Landfill leachate analysis.**
- C. Solicitor – Due to Mr. Campfield's schedule of attendance at Another meeting, William Ferraro attended this meeting and had no report. A copy of a letter written to Donald Snyder, solicitor for the FTMSA, was distributed to those at this meeting with the comment from Ed Falta that he thought this letter was very well written on behalf of the Authority.**
- D. Grounds and Maintenance Committee – Dan Hall – no report**

- E. Personnel Committee – Larry Chrzan – a quarterly safety committee meeting was held this day at 10:00 AM in the conference room. No other items to report.**
- F. Finance and Budget Committee – John Nabuda – several meetings of the committee were held to review the reports of expenditures of the Authority over the past year and the revenues received, as well as projections for the coming fiscal year. The actual approval will be conducted at the November meeting. Mr. Konkus inquired as to whether the various committees had any input into the preparation of the budget and annual report. The answer was no, that is the task of the budget and finance committee. Mr. Konkus then commented that the various committees should be consulted for input into preparing the budget. With that said, it was decided that a special meeting will be held on Tuesday, October 30, 2007 at 7:00 PM in the Authority conference room for the purpose of discussing the annual report and budget for 2008. Advertisement of the meeting will be published on October 29 and written reminder of the meeting will be sent to all involved.**
- G. Insurance Committee – Charles Konkus – no report**
- H. Sludge Committee – Robert Zentner – 32.49 dry tons of sludge was hauled to the landfill.**
- I. Legal and Engineering Services Committee – Sam Testa - The committee has met and discussed several important issues. With that stated, a motion was made by Sam Testa, second by Larry Chrzan to enter into an executive session to discuss matters of possible litigation. Motion carried unanimously. Time was 9:00 PM.**

Motion to return to the regular order of business made by Pat Altman, second by Dan Hall. Motion carried unanimously. Time was 9:25 PM.

Sam Testa made a motion, second by Dan Hall, to approve the purchase of a pulsar flow meter for a price less than \$ 2000.00. Motion carried unanimously.

Motion made by Larry Chrzan, second by Robert Zentner, to approve that the solicitor, the consulting engineer, and the general manager prepare a resolution to create a separate service area of the Cavittsville/Ardara area. Motion carried unanimously. John Shepherd commented that he votes yes to this motion however, when it comes to adopting this resolution he will vote no because he thinks that this Authority should enter into further discussions with the North Huntingdon Township Municipal Authority concerning this particular service area and by not having further discussions would create animosity between the Authorities.

It is to be noted that Mr. Nabuda departed from the meeting at 9:00PM. (Request by the chairman, Robert Pioth)

Old Business: None

New Business: The assistant secretary-treasurer then distributed a written notice of her intended retirement date as required in the employment agreement of October 1, 2006.

Motion to enter into an executive session to discuss personnel matters made by Robert Zentner, second by Pat Altman. Motion carried unanimously. Time was 9:26 PM.

Motion to return to the regular order of business at 9:44 PM made by Robert Zentner, second by John Shepherd. Motion carried unanimously.

Motion to accept the retirement of the assistant secretary-treasurer, Barbara Balcerek, as of January 4, 2008 made by John Shepherd, second by Robert Zentner. Motion carried unanimously.

October 18, 2007

Page 6

Motion to adjourn the meeting made by Pat Altman, second by Sam Testa. Motion carried unanimously. Time was 9:45 PM.

**Barbara
Balcerek**

**Barbara Balcerek
Recording Secretary**