

WESTERN WESTMORELAND MUNICIPAL AUTHORITY

REGULAR MONTHLY MEETING – NOVEMBER 15, 2007

The Board of Directors of the Western Westmoreland Municipal Authority held a regular monthly meeting on Thursday, November 15, 2007 at 7:00 P.M. in the Authority conference room, duly advertised, as required, and with the following persons in attendance:

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

John Campfield, Solicitor
Mark Poole, Consulting Engineer
Kevin Fisher, General Manager
Barbara Balcerak, Assistant Secretary/Treasurer

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

Public Comments: None – John Thornton, visitor, in attendance

A motion to accept the minutes of the meeting of September 20, 2007 as presented was made by Mr. Chrzan, and seconded by Mr. Shepherd, subject to the following correction: On page 3, the minutes should state that Mr. Campfield requested authorization to respond to Franklin Township Municipal Authority's Solicitor, and not Penn Township. The motion carried unanimously.

A motion to accept the minutes of the meeting of October 18, 2007 as presented was made by Mr. Nabuda, and seconded by Mr. Chrzan. The motion carried unanimously.

A motion to accept the minutes of the meeting of October 30, 2007 as presented was made by Mr. Chrzan, and seconded by Mr. Konkus. The motion carried unanimously.

A motion to approve for payment Revenue Fund Requisition No. 82 as presented was made by Mr. Shepherd, and seconded by Mr. Chrzan. The motion carried unanimously.

A motion to approve for payment Capital Improvement Fund Requisition No. 71 as presented was made by Mr. Chrzan, and seconded by Mr. Nabuda. The motion carried unanimously.

A motion to approve for payment 2005 Construction Fund Requisition No. 2005-31 as presented was made by Mr. Nabuda, and seconded by Mr. Shepherd. The motion carried unanimously.

Communications:

1. The Board was informed of an invitation to attend the 5th Annual Allegheny County Boroughs Association Banquet. Mrs. Balcerek stated that anyone who is interested in attending the meeting should contact Mrs. Wtorkowski.
2. Mr. Shepherd referred to the Char Report, in which comprehensive procurement legislation was discussed. He recommended that the Authority prepare a letter in support of proposed legislation to increase bid thresholds. A motion was made by Mr. Shepherd, and seconded by Mr. Testa to authorize the Authority to send a letter in support of procurement legislation. A roll-call vote was requested.

Larry Chrzan – yes	John Nabuda -- yes	Sam Testa -- yes
Ed Falta – yes	Robert Pioth – yes	Robert Zentner -- yes
Chuck Konkus – no	John Shepherd – yes	
Dan Hall – no, commenting that the \$10,000 - \$50,000 limit does not keep up with inflation		

The motion passed by a 7-2 vote.

Report of Secretary- John Shepherd – No report

Report of Treasurer – Due to the absence of Treasurer Pat Altman, there was no report.

Reports of Committees:

- A. General Manager – Kevin Fisher – briefly reviewed his written report that was distributed prior to commencement of the meeting. Mr. Kevin announced that the lab accreditation inspection is scheduled for Tuesday, November 20, 2007. Mr. Poole explained that this inspection will most likely take three hours, and will concentrate on fecal tests.

Mr. Fisher requested Board approval to purchase a replacement video security system DVR recorder. Three price quotes were obtained: Guardian Protection Services, in the amount of \$4,825.00, including installation, 123 Security Products, in the amount of \$4,045.00, Super Circuits, in the amount of \$2,799.95. There would be an additional expense of approximately \$200.00-\$300.00 for installation and configuration of the system if it is purchased from 123 Security Products or Super Circuits. A motion was made by Mr. Zentner, and seconded by Mr. Chrzan, to approve the purchase of a video security system DVR recorder from Super Circuits, in the amount of \$2,799.95. A roll-call vote was requested.

Larry Chrzan – yes	Chuck Konkus – yes	Sam Testa -- yes
Ed Falta – yes	Robert Pioth – no	Robert Zentner -- yes
Dan Hall -- yes	John Shepherd -- yes	
John Nabuda -- no, commenting that, in his opinion, the lowest bid is not always the best.		

The motion passed, 7-2.

- B. Consulting Engineer – Mark Poole – A written report was presented to those in attendance.
1. The work on the Wet Weather Improvements Project is nearing completion, with final electrical work and punch list items remaining to be completed. Full contract completion is expected in December 2007.
 2. The final long term control plan was submitted to PaDEP after approval at the October 18, 2007 regular meeting.
 3. ALCOSAN is now responsible for flow monitoring of the ALCOSAN system, and there will no longer be a flow meter in WWMA's line for the Ardara System. Mr. Fisher was instructed to request a flow monitoring report from ALCOSAN.
 4. The Authority's NPDES Permit is up for renewal. The Permit Application must be submitted to PaDEP by July 23, 2008.
 5. A meeting was held with the PaDEP on November 8, 2007 to discuss the status of the NPDES compliance schedule, the status of the plant construction project and the issue with the accuracy of the Plant Emergency Bypass (Outfall 002). After discussion, PaDEP was in concurrence with the proposed improvements to the metering site. A minor amendment to the Part II Permit will be required. This will be prepared in letter format, and will include specifics about the improvements, including equipment specifications, sketches, and a description of the operation of the bypass structure and meter.
 6. Mr. Poole recommended that the Board formally adopt the 2007 Sewer System Annual Report, and the 2008 Operating Budget, and the Capital Projects List. He also recommended that the Authority Engineer and Auditor reevaluate the Revenue Fund balance at the end of the fiscal year and make a recommendation regarding the January 10, 2008 transfer of funds from the Revenue Fund to the Capital Improvements Fund; preparation of quarterly budget comparisons; quarterly budget reevaluations; and reevaluation of rates to verify compliance with the requirements of the Trust Indenture.

A motion was made by Mr. Nabuda, and seconded by Mr. Chrzan, to adopt the 2007 Sewer System Annual Report and the 2008 Operating Budget, with the recommendations proposed by the Consulting Engineer. The motion carried unanimously.

- C. Solicitor – Mr. Campfield – Mr. Campfield spoke with Penn Township Solicitor Les Mlakar regarding the Fox Run development. Mr. Mlakar said that Penn Township is still waiting for drawings from the developer, so that changes to the PRD can be finalized. Mr. Fisher explained that the original paperwork was lost at PaDEP. The PaDEP has 180 days in which to review the plan, which was submitted 4-5 months ago. PaDEP's response should arrive soon.

At this time, a motion was made by Mr. Konkus, and seconded by Mr. Testa to enter into an executive session to discuss personnel matters and matters of potential litigation. The motion carried unanimously. The time was 7:50 P.M.

Motion to return to the regular order of business was made by Mr. Konkus, and seconded by Mr. Chrzan. The motion carried unanimously. The time was 9:40 PM.

A motion was made by Mr. Zentner, and seconded by Mr. Chrzan to authorize the Solicitor to send a letter to the North Huntingdon Township Municipal Authority, outlining the three items that were discussed during the executive session, assigning a response period of 30 days. The motion carried unanimously.

A motion was made by Mr. Nabuda, and seconded by Mr. Konkus to authorize the Solicitor to send a letter to Trafford Borough regarding the issue with Trafford. The motion carried unanimously. Mr. Fisher was instructed to call Mr. Zischkau, from Trafford Borough.

- D. Grounds and Maintenance Committee – Dan Hall – Mr. Hall stated that he performed a quick walk-through of the plant, and that the plant looks good. He commented that the floor in the press room seems to be holding up well.
- E. Personnel Committee – Larry Chrzan – No report
- F. Finance and Budget Committee – John Nabuda – No report
- G. Insurance Committee – Charles Konkus – No report
- H. Sludge Committee – Robert Zentner – 30.39 dry tons of sludge were hauled to the landfill during the month of October.
- I. Legal and Engineering Services Committee – Sam Testa – No report

Old Business: None

New Business:

1. There was a discussion regarding a retirement dinner for Mrs. Balcerek, who is retiring on January 4, 2008. Mr. Chrzan explained that he, Ms. Altman, and Mr. Fisher would like to plan a buffet dinner on Saturday, January 5, 2008, at Lakeview Lounge, in Greensburg. The Board Members agreed with the dinner, but several Board Members stated that they would not approve using Authority funds to pay for the event. Mr. Chrzan said that he would continue to work out the details.
2. Mr. Shepherd asked if the Authority could check with Bond Counsel to determine when the bond proceeds in the 2005 Construction Fund must be used. Mr. Campfield will speak with the Bond Counsel.

3. Mr. Pioth stated that he would like to authorize the repair of dents and scratches in the 2003 Chevy Tahoe. After discussion, it was decided that the Authority staff will perform detailing work on the vehicle.
4. Mr. Pioth stated that he would like to remove the midnight shift, moving those employees to daylight, including Saturday and Sunday. He proposed the following schedule:

Three employees would work daylight on from Tuesday through Saturday, being off on Sunday and Monday. Three other employees would work daylight from Sunday through Thursday, being off on Friday and Saturday. The remaining daylight crew would work from Monday through Friday.

After discussion, a motion was made by Mr. Konkus, and seconded by Mr. Hall to investigate the possibility of eliminating the third shift. The motion carried unanimously.

5. Mr. Konkus requested that the Board advertise for sealed bids for independent auditing services, stating that in his opinion, the auditing fees were excessive, compared to what other municipalities are paying. Mr. Shepherd suggested requesting a three-year rate bid. After discussion, a motion was made by Mr. Konkus, and seconded by Mr. Hall to advertise for sealed bids for independent auditing services. A roll-call vote was requested.

Larry Chrzan – no	Charles Konkus -- yes	John Shepherd -- yes
Ed Falta – yes	John Nabuda -- no	Sam Testa – no
Dan Hall – yes	Robert Pioth -- no	Robert Zentner – no

The motion failed, 5-4.

A motion to adjourn the meeting was made by Mr. Konkus, and seconded by Mr. Hall. The motion carried unanimously. The time was 10:00 P.M.

Johanna Wtorkowski
Recording Secretary