

WESTERN WESTMORELAND MUNICIPAL AUTHORITY

REGULAR MONTHLY MEETING – APRIL 17, 2008

The Board of Directors of the Western Westmoreland Municipal Authority held a regular monthly meeting on Thursday, April 17, 2008 at 7:00 P.M. in the Authority conference room, duly advertised, as required, and with the following persons in attendance:

1. Roll Call:

Board Members in Attendance:

Mr. Larry Chrzan	Mr. Dan Hall	Mr. Charles Konkus
Mr. Robert Pioth	Mr. John Shepherd	Mr. Tim Watson
Mr. Robert Zentner		

Absent:

Ms. Pat Altman	Mr. Anthony Marks	Mr. Sam Testa
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Others in Attendance:

Mr. Dan Goodwin, Consulting Engineer
Mr. Kevin Fisher, General Manager
Mrs. Johanna Wtorkowski, Assistant Secretary-Treasurer/Recording Secretary

Absent:

Mr. John Campfield, Solicitor
Mr. Mark Poole, Consulting Engineer

2. Mr. Pioth led the Pledge of Allegiance and moment of silence for troops overseas.
3. Public Comments: None – Mr. John Thornton, visitor, was in attendance.
4. Communications: None
5. 2007 Audit Report: Mr. John Sarp, of Sarp and Company, presented the Authority's Annual Audit Report for the year ended December 31, 2007. Mr. Sarp reported that the Authority received an unqualified opinion, and he reviewed the audit report for the Board Members. At the request of the Authority Board, 100% of conference-related expenditures for 2007 were audited. Mr. Sarp commended Mr. Fisher and Mrs. Wtorkowski for their work. A motion was made by Mr. Chrzan, and seconded by Mr. Zentner, to approve the 2007 audit as presented by Mr. John Sarp, of Sarp and Company. A roll-call vote was requested.

Mr. Larry Chrzan-yes

Mr. Dan Hall-yes, with the comment that he did not appreciate receiving the audit report one hour before he is required to approve the report.

Mr. Konkus-yes, stating that he agreed with Mr. Hall's comment.

Mr. Robert Pioth-yes

Mr. John Shepherd-yes

Mr. Tim Watson-yes
Mr. Robert Zentner-yes

The motion passed, 7-0.

6. Secretary's Report – Due to Mr. Marks' absence, there was no report. A motion was made by Mr. Chrzan, and seconded by Mr. Konkus, to approve the minutes of the March 27, 2008 Regular Meeting as presented. The motion passed unanimously. Mr. Hall commended Mrs. Wtorkowski for her preparation of the Minutes.
7. Treasurer's Report – A motion to approve for payment Revenue Fund Requisition No. 88, in the amount of \$120,852.72 was made by Mr. Zentner, and seconded by Mr. Chrzan. The motion passed unanimously.
8. General Manager's Report – Kevin Fisher:
 - A. Mr. Fisher reported that, because the Authority is in the process of having the NPDES Permit Renewal testing completed by an outside lab, he was unable to have an operations report available for this evening. Mr. Fisher reported one violation for the month, on percent removal of suspended solids. Although the Authority was well within the permit limits, we are required to have 85% or greater removal, and we had 82%.
 - B. Combined Sewer Overflow (CSO) Information: Mr. Fisher is attempting to schedule a meeting with ADS Environmental for the first week of May to discuss flow data for the CSO station. He is also looking at another type of flow meter that will record sewer line flow monitoring.
 - C. Gas Well Water Acceptance: Mr. Fisher reported that the Plant has capacity to hold 12,000 – 15,000 gallons in a storage tank located behind the sludge building. Minor piping modifications in the sludge building would be required so that water can be pumped from the storage tank into the plant inflow. Mr. Fisher has called haulers, and he is waiting for responses.
 - D. Irwin Sewer Rehabilitation: Irwin Borough has received from Pennvest approval of a \$5,300,000.00 loan and a \$750,000.00 grant. Irwin Borough's project will include replacement of four (4) miles of sanitary sewer line, and one (1) mile of storm sewer line. Mr. Fisher stated that Irwin Borough is doing a remarkable job on their separation project. A discussion followed, regarding Irwin Borough's focus for the separation project. Mr. Hall questioned whether Irwin's entire system will be replaced, including lateral lines. Mr. Fisher explained that they are separating the combined sewers in the downtown area, and installing new storm sewers in places where they need to enlarge or reroute pipe. New sanitary lines are being installed, rather than using existing storm sewers. This work does not include work that will be necessary for infiltration and inflow (I&I), including lateral connections. Those items will be addressed in the future. Mr. Fisher explained that Irwin Borough's current focus is on the combined sewers.

- E. Mr. Fisher referred to an e-mail that was received from the Investment Management Advisory Group, Inc. regarding termination of the Swap Agreement. Investment Management provided the Authority with an asset value amount at which the Authority may want to consider termination of the Swap Agreement. That amount is \$50,000.00.
- F. The demonstration of a centrifuge de-watering system has been rescheduled for the week of April 28, 2008. Mr. Fisher is planning an evening demonstration for the Board Members.
- G. Remaining items will be discussed during the executive session.

A discussion occurred concerning current plant conditions. Mr. Hall questioned whether the dissolved oxygen meters are functioning properly. Mr. Fisher responded that they were calibrated two weeks ago, are working properly, and that calibrations are checked every two weeks. Mr. Konkus asked Mr. Fisher if the Authority will have to purchase a new lawn tractor, since the Plant Crew replaced the mower deck on the tractor. Mr. Fisher replied that we will not need to purchase a tractor, and he commended the Plant Crew for their work on this project.

This concluded Mr. Fisher's report of plant operations. The complete report is attached to these minutes.

- 9. Consulting Engineer – Dan Goodwin: Mr. Goodwin reviewed his written report dated April 17, which was presented to those in attendance. The complete report is attached to these minutes.
 - A. Wet Weather Improvements Project:
 - 1. The two contractors are working on the final punch list items. Both contractors are close to completion. The concrete pad by the tanks must be corrected. The general contractor was on-site today. Work on the hand-rail was completed. There is some remaining concrete work on the blower pads and sidewalks, as the concrete is spalling. Mr. Shepherd asked how the work would be completed. Mr. Goodwin explained that the contractor has a workable grouting material that is added to the concrete, providing a one-inch lift. This material is bonded to the concrete, and a sealant is added. Spalling doesn't affect the strength of the concrete; it is more of an aesthetic concern.
 - 2. There are no payments for consideration at this evening's meeting.
 - 3. The quarterly MBE/WBE Utilization Report was submitted to PaDEP.
 - B. Long-Term Control Plan:
 - 1. There have been no comments received from PaDEP since submission of the Final Long-Term Control Plan in October 2007. Mr. Goodwin is expecting a response soon.
 - 2. ALCOSAN has requested additional system information for the portion of WWMA's system that is tributary to ALCOSAN's system, which is Ardara. HDR is assembling the information, and will transmit it by ALCOSAN's May 16, 2008 deadline.
 - 3. The Plant's NPDES Permit Renewal Application must be submitted to PaDEP within 180 days from the date of expiration (January 18, 2009). Therefore, the permit application must be submitted to PaDEP by July 23, 2008. The Authority is on schedule, and HDR is working with Mr. Fisher to ensure that we stay ahead of the deadline.

4. The Plant staff has completed the installation of the new outfall meter. Once calibration is confirmed, HDR will prepare an NPDES permit amendment letter, and submit the letter to PaDEP.
- C. System Meter Location Plan: HDR is currently researching vendors and available meters. HDR is attempting to set up a meeting with a meter supplier to see if the Authority can set up a test site within the system.
- D. WWTP Facilities Planning Study: The report is nearly finalized. The remaining item is the de-watering system. The Authority Board Members must decide what type of de-watering system they will use: centrifuge or something else, before the report can be finalized. A centrifuge demonstration has been scheduled at the Plant for the week of April 28, 2008.
- E. Trafford Borough Sewer Relocation: A meeting was held with representatives from Trafford Borough on April 11, 2008. This will be discussed further during the executive session.
- F. Ardara Issues: There were no actions taken regarding this issue since the last Board meeting.
- G. Meeting with PaDEP. A meeting was held with PaDEP, Greensburg Office, to discuss the discharge from the primary scum pit. This will be discussed during the executive session.

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

10. Solicitor's Report – Due to Mr. Campfield's absence, there was no report.

11. Reports of Committees:

- A. Grounds and Maintenance Committee – Dan Hall – No report.
- B. Personnel Committee – Due to Ms. Altman's absence, there was no report.
- C. Finance and Budget Committee – Mr. Chrzan reported that the Authority received \$27,129.00 in interest in March, resulting in a year-to-date total of \$85,857.77. Mr. Shepherd expressed his appreciation for the information provided in the quarterly budget report.
- D. Insurance Committee – Mr. Watson reported that the Insurance Committee met on Tuesday, April 15, 2008 with Bob Flick, of FWF Insurance Agency, to discuss coverage for pollution liability, flood, and asbestos insurance. The meeting was informative. Mr. Flick explained that, regarding asbestos, employees are covered under the Workers' Compensation policy. The Authority's liability policy has an asbestos exclusion, which is standard throughout the industry. Contractors who perform work for the Authority would have coverage for asbestos exposure. Regarding pollution liability coverage: normal

backups are covered under our liability policy. If the interceptor line should break, the costs to remove pollution would be covered under a pollution policy. Mr. Fisher suggested calling neighboring municipalities to see if they have pollution liability coverage, if they have ever submitted a claim, and the nature of the claim(s). The premium for pollution liability is \$15,425.00 for three years, or \$5,141.67 per year. The next lowest bid was \$9,800.00/year. The Insurance Committee members recommend that the Board table this item until additional information can be obtained. Mr. Chrzan reported that Mr. Flick recommended against adding flood coverage. Mr. Fisher explained that, for flood insurance coverage of \$154,000.00, for building contents only, the annual premium would be \$2,200.00. For coverage of \$500,000.00 for contents of the main control building and the sludge building, the annual premium would be \$6,900.00.

A motion was made by Mr. Shepherd, and seconded by Mr. Chrzan, to approve the premium for the Treasurer's Bond for the Authority's Treasurer, in the amount of \$444.00. The Treasurer's Bond for the Assistant Secretary-Treasurer was approved at the February 21, 2008 regular meeting. The motion passed unanimously.

E. Sludge Committee – No report.

F. Legal and Engineering Services Committee – Due to Mr. Testa's absence, there was no report.

12. Change Orders and Pay Estimates: None

13. Requisitions:

Mr. Pioth presented the following requisition with the motion to approve as follows:

2005 Construction Fund Requisition No. 2005-36 in the amount of \$3,971.25. Motion to approve was made by Mr. Chrzan, and seconded by Mr. Shepherd. The motion passed unanimously.

14. Board Member Comments – None

15. A motion was made by Mr. Konkus, and seconded by Mr. Chrzan to enter into an executive session to discuss personal matters and matters of pending or potential litigation. The motion carried unanimously. The time was 8:05 P.M.

A motion to return to the regular order of business was made by Mr. Chrzan, and seconded by Mr. Konkus. The motion carried unanimously. The time was 8:30 PM.

A motion was made by Mr. Zentner, and seconded by Mr. Konkus, to temporarily transfer the third shift to daylight, effective Monday, May 5, 2008, for a period of six months. The motion passed unanimously.

Mr. Zentner reported that North Irwin will be testing approximately 50% of their lines this summer. The remainder of the lines will be tested next year.

16. A motion to adjourn the meeting was made by Mr. Konkus, and seconded by Mr. Shepherd. The motion carried unanimously. The time was 8:31 P.M.

Anthony Marks
Secretary