

**WEST MIFFLIN SANITARY SEWER MUNICIPAL AUTHORITY  
BOARD OF DIRECTORS MEETING  
Meeting Minutes  
Thursday September 7, 2017**

CALL TO ORDER 6pm

PLEDGE OF ALLEGIANCE

ROLL CALL Michael Moses, John Munsie, David Tartler, and Robert Kostelnik - Present  
Brian Hilligsberg- Absence

Also: Present: Matthew D. Racunas Esq., John Mowry, PE, Gary Stetar, General Manager,  
James Howard, Assistant General Manager, and Nicole Patterson.

ANNOUNCEMENTS: On August 3, 2017, an Executive Session was held during the Board Meeting.

Reception of Visitors: James Cerqua of KC Benefits to discuss short term disability benefits and life insurance benefits.

1. Motion by Munsie and second by Moses to approve the minutes from the Board Meeting on August 3, 2017.  
Vote: 4-Yes (MM, JM, DT, RK) 1-absent (BH)
2. Motion by Munsie and second by Tartler to approve the Treasurer's Report for June 2017.  
Vote: 4-Yes (MM, JM, DT, RK) 1-absent (BH)
3. Motion by Moses and second by Tartler to ratify the August 2017 bills.  
Vote: 4-Yes (MM, JM, DT, RK) 1-absent (BH)
4. Motion by Tartler and second by Moses to approve requisition 2014-32 in the amount of \$121,988.39 as draw down against Bond Series 2014, by Trustee Wells Fargo Bank, Pittsburgh, PA.  
Vote: 4-Yes (MM, JM, DT, RK) 1-absent (BH)
5. Report of the Solicitor. Report of Solicitor available upon request.
6. Report of the Engineer. Report of Engineer available upon request.
7. Report of the General Manager. Report of General Manager available upon request.
8. Executive Session held from 6:30pm to 6:35pm.
9. Old Business. None at this time.
10. New Business.
  - a. Motion by Moses and second by Munsie to approve transfer of \$200,000 from General Fund to PLGIT for the emergency/capital repair fund. Vote: 4-Yes (MM, JM, DT, RK) 1-absent (BH)
  - b. Motion by Munsie and second by Tartler to approve the 2018 budget.  
Vote: 4-Yes (MM, JM, DT, RK) 1-absent (BH) Remarks-the Budget reflects changes with reduction in collection fees for sewer billing.
  - c. Motion by Tartler and second by Moses to approve the 2018 MMO payment of \$168,085.00 to be paid in 4 payments of \$42,021.25. Vote: 4-Yes (MM, JM, DT, RK) 1-absent (BH)

d. Motion by Moses and second by Munsie to approve agreement with Legal Tax Services effective January 2018 billing cycle thru December 2025 billing cycle as presented.

Vote: 4-Yes (MM, JM, DT, RK) 1-absent (BH)

e. Motion by Tartler and second by Munsie to approve contracts for Airport Pump Station contingent upon Attorney Racunas' review for Contract 2017-02 in the amount of \$64,300.00 (JP Environmental) and Contract 2017-03 in the amount of \$4,100.00 (DW Jones Electric). Vote: 4-Yes (MM, JM, DT, RK) 1-absent (BH)

f. Motion by Munsie and second by Moses to approve Change Order Number 2 to Lone Pine Construction for \$281.00 for removal of concrete corbel in two locations on the large digester.

Vote: 4-Yes (MM, JM, DT, RK) 1-absent (BH)

11. Motion by Munsie and second by Moses to adjourn at 6:40pm.

Vote: 4-Yes (MM, JM, DT, RK) 1-absent (BH)

Respectfully submitted:

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Brian Hilligsberg – Secretary