

WEST MIFFLIN SANITARY SEWER MUNICIPAL AUTHORITY
BOARD OF DIRECTORS' MEETING
Meeting Minutes
Thursday January 9, 2020

CALL TO ORDER 6:08pm

PLEDGE OF ALLEGIANCE

ROLL CALL John Munsie, David Tartler, Robert Kostelnik - Present
 Brian Hilligsberg, -Absent

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

Meeting turned over to Solicitor:

1. REORGANIZATION OF THE BOARD:

- a. Munsie nominated Kostelnik for Chairman and second given by Tartler.
 Vote: 3- Yes (JM, DT, RK) 1- Absent (BH)

Meeting returned to Chairman.

- b. Munsie nominated Tartler for Vice-Chairman and second by Kostelnik.
 Vote: 3- Yes (JM, DT, RK) 1- Absent (BH)
- c. Munsie nominated Hilligsberg for Secretary and second by Tartler.
 Vote: 3- Yes (JM, DT, RK) 1- Absent (BH)
- d. Tartler nominated Munsie for Treasurer and second by Kostelnik.
 Vote: 3- Yes (JM, DT, RK) 1- Absent (BH)
- e. Nomination for Assistant Secretary/Treasurer will be named once the new Board
 member is appointed.
- f. Motion by Munsie and second by Tartler to appoint Solicitor Mathew Racunas and
 Racunas Law Group, LLC. Vote: 3- Yes (JM, DT, RK) 1- Absent (BH)
- g. Motion by Munsie and second by Tartler to appoint Engineer John Mowry and
 KLH Engineering. Vote: 3- Yes (JM, DT, RK) 1- Absent (BH)

ANNOUNCEMENTS: None at this time.

Reception of Visitors: Miriam Osorio of 6717 Wilson Street to speak about her sewage bill-Did
Not Attend, but spoke to Solicitor by phone.

- 2. Motion by Tartler and second by Munsie to approve the minutes from the Board Meeting
 on December 5, 2019. Vote: 3- Yes (JM, DT, RK) 1- Absent (BH)
- 3. Motion by Munsie and second by Tartler to approve the Treasurers' Report for October
 2019. Vote: 3- Yes (JM, DT, RK) 1- Absent (BH)
- 4. Motion by Tartler and second by Munsie to ratify the December 2019 bills.
 Vote: 3- Yes (JM, DT, RK) 1- Absent (BH)

5. Motion by Munsie and second by Tartler to approve requisition 2014-59 in the amount of \$2,281.28, as draw down against Bond Series 2014, by Trustee Wells Fargo Bank, Pittsburgh, PA. Vote: 3- Yes (JM, DT, RK) 1- Absent (BH)
6. Report of the Solicitor. Report of the Solicitor available upon request.
 - a. Motion to update the Authority's drug and alcohol policy to reflect the changes in the Federal CDL Law. Vote: 3- Yes (JM, DT, RK) 1- Absent (BH)
 - b. Motion by Tartler and second by Munise to approve a \$0.25 fee per page to right to know requests for hard copies if requested. Vote: 3- Yes (JM, DT, RK) 1- Absent (BH)
7. Report of the General Manager. Report of the General Manager available upon request.
8. Report of the Engineer. Report of the Engineer available upon request.
9. Executive Session was held from 6:30pm to 6:39pm.
10. Old Business- None at this time.
11. New Business.
 - a. Motion by Munsie and second by Tartler to hire Dylan Diulus as a laborer pending pre-employment screenings and background check. Vote: 3- Yes (JM, DT, RK) 1- Absent (BH)
 - b. Motion by Tartler and second by Munsie to approve moving excessive funds from the Debt Service Reserve to the Construction Fund or General Fund contingent on direction of Bond Council. Vote: 3- Yes (JM, DT, RK) 1- Absent (BH)
12. Motion by Tartler and second by Munsie to adjourn at 6:41pm. Vote all in favor, none opposed, motion passed.

Respectfully submitted:

Brian Hilligsberg – Secretary