

**WEST MIFFLIN SANITARY SEWER MUNICIPAL AUTHORITY
BOARD OF DIRECTORS MEETING
Meeting Minutes
Thursday September 1, 2016**

CALL TO ORDER 6:00pm

PLEDGE OF ALLEGIANCE

ROLL CALL Brian Hilligsberg, John Munsie, David Tartler, & Robert Kostelnik – Present
 Len Zapf-Absent

Also: Present: Matthew D. Racunas Esq., John Balewski, PE, James Howard- Assistant GM
 & Mindy Henze

ANNOUNCEMENTS: On August 4, 2016, an Executive Session was held during the Board Meeting.

Reception of Visitors: None at this time.

1. Motion by Hilligsberg and second by Tartler to approve the minutes from the Board Meeting on August 4, 2016. Vote: 4-Yes (BH, JM, DT, RK) 1-Absent (LZ)
2. Motion by Tartler and second by Hilligsberg to approve the Treasurer's Report for June 2016. Vote: 4-Yes (BH, JM, DT, RK) 1-Absent (LZ)
3. Motion by Munsie and second by Hilligsberg to ratify the August 2016 bills. Vote: 4-Yes (BH, JM, DT, RK) 1-Absent (LZ)
4. Motion by Hilligsberg and second by Tartler to approve requisition 2014-20 in the amount of \$194,777.38, as draw down against Bond Series 2014, by Trustee Wells Fargo Bank, Pittsburgh, PA. Vote: 4-Yes (BH, JM, DT, RK) 1-Absent (LZ)
5. Report of the Solicitor. A written report of the Solicitor is available upon request.
6. Report of the Engineer. A written report of the Engineer is available upon request.
7. Report of the General Manager. A written report of the General Manager is available upon request.
8. Executive Session held from 6:24pm to 6:46pm.
9. Old Business – None at this time.
10. New Business.
 - a. Motion by Munsie and second by Tartler to approve the 2017 MMO payment of \$168,634.00 to be paid in 4 payments of \$42,158.50. Vote: 4-Yes (BH, JM, DT, RK) 1-Absent (LZ)
 - b. Motion by Hilligsberg and second by Munsie to approve the 2017 Budget as presented. Vote: 4-Yes (BH, JM, DT, RK) 1-Absent (LZ)
 - c. Motion by Munsie and second by Hilligsberg to authorize the emergency repair on the Homeville Force Main. Vote: 4-Yes (BH, JM, DT, RK) 1-Absent (LZ)
 - d. Motion by Tartler and second by Hilligsberg to award bid to JP Environmental for the Airport Pump Station Rehabilitation Contract Number 2016-01. Vote: 4-Yes (BH, JM, DT, RK) 1-Absent (LZ)
 - e. Motion by Munise and second by Hilligsberg to approve Board Member Len Zapf attendance at Three Rivers Wet Weather Conference, October 12th and 13th of 2016. Vote: 4-Yes (BH, JM, DT, RK) 1-Absent (LZ)

f. Motion by Hilligsberg and second by Munsie to accept the retirement letter of Secretary II Employee effective October 26, 2016. Vote: 4-Yes (BH, JM, DT, RK) 1-Absent (LZ)

11. Motion to adjourn by Hilligsberg and second by Tartler to adjourn at 6:52pm. Vote: All in favor; none opposed.

Respectfully submitted:

A handwritten signature in blue ink, appearing to read "Leonard Zarf", written over a horizontal line.

Brian Hilligsberg – Secretary