

**WEST MIFFLIN SANITARY SEWER MUNICIPAL AUTHORITY  
BOARD OF DIRECTORS' MEETING  
MEETING MINUTES  
Thursday December 3 2015**

CALL TO ORDER 5:59 pm

PLEDGE OF ALLEGIANCE

ROLL CALL                    Brian Hilligsberg, Robert Kostelnik, John Munsie & Leonard Zapf, Present  
David Tartler - Telephone

Also Present:                Matthew D. Racunas, Esq., John Balewski, PE, Chester Engineers, Gary Stetar,  
James Howard, Sue Piferski

Reception of Visitors:    None

ANNOUNCEMENTS:        None at this time

1.    Motion by Kostelnik and second by Hilligsberg to approve the minutes from the Board Meeting on November 5, 2015. Vote: 5 - Yes (BH, RK, DT, LZ - DT (Telephone))
2.    Motion by Hilligsberg and second by Kostelnik to approve the Treasurers' Report for September 2015. Vote: 5 - Yes (BH, RK, DT, LZ - DT (Telephone))
3.    Motion by Hilligsberg and second by Kostelnik to ratify the November 2015 bills.  
Vote: 5 - Yes (BH, RK, DT, LZ - DT (Telephone))
4.    Motion by Kostelnik and second by Hilligsberg to approve requisition 2014-11 in the amount of \$75,754.20, as draw down against Bond Series 2014, by Trustee Wells Fargo Bank, Pittsburgh, PA. Vote: 5 - Yes (BH, RK, DT, LZ - DT (Telephone))
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.
  - a. Motion by Zapf and second by Kostelnik to sign the Consent Order Agreement with DEP.  
Vote: 5 - Yes (BH, RK, DT, LZ - DT (Telephone))
7.    Report of the General Manager. A written report of the General Manager is available upon request.
8.    Executive Session held from 6:16 pm to 6:55 pm
9.    Old Business- None
10.   New Business
  - a. Motion by Zapf and second by Kostelnik to approve the Monthly Board of Directors Meeting schedule for 2016. Vote: 5 - Yes (BH, RK, DT, LZ - DT (Telephone))
  - b. Motion by Zapf and second by Kostelnik to change Jim Howard's increase to 8% in January.  
Vote: 5 - Yes (BH, RK, DT, LZ - DT (Telephone))
  - c. Motion by Zapf and second by Kostelnik to amend Gary Stetar's contract to change date of increase to January. Vote: 5 - Yes (BH, RK, DT, LZ - DT (Telephone))
  - d. Motion by Zapf and second by Hilligsberg to give a \$5000.00 bonus to Gary Stetar in December.  
Vote: 5 - Yes (BH, RK, DT, LZ - DT (Telephone))
11.   Motion by Munsie and Second by Kostelnik to adjourn at 7:00 pm.  
Vote: 5 - Yes (BH, RK, DT, LZ - DT (Telephone))

Respectfully submitted:

  
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Brian Hilligsberg – Secretary