

**WEST MIFFLIN SANITARY SEWER MUNICIPAL AUTHORITY  
BOARD OF DIRECTORS MEETING  
MEETING MINUTES  
Thursday January 7, 2016**

CALL TO ORDER by Solicitor Matthew Racunas, Esq.

PLEDGE OF ALLEGIANCE

ROLL CALL

ANNOUNCEMENTS: On December 3, 2015, an Executive Session was held during the Board Meeting.

Reception of Visitors: None at this time

REORGANIZATION OF THE BOARD:

1. Solicitor: Motion by Zapf and second by Kostelnik to open nominations for Chairman.  
All in favor, none opposed motion passed.

- a. Hilligsberg nominated Kostelnik for Chairman no other nominees named.
- b. Motion by Hilligsberg and second by Tartler to close nominations for Chairman.  
All in favor, none opposed motion passed.
- c. Vote: 4 Yes for Robert Kostelnik: (BH, DT, LZ, RK) 1 absent (JM)  
Robert Kostelnik elected Chairman.

Meeting returned to Chairman, Robert Kostelnik.

2. Chairman: Motion by Hilligsberg and second by Tartler to open nominations for Vice Chairman.  
Vote: 4-Yes: (BH, DT, LZ, RK) 1 absent (JM)

- a. Hilligsberg nominated Tartler for Vice Chairman no other nominees named.
- b. Motion by Tartler and second by Hilligsberg to close nominations for Vice Chairman.  
Vote: 4 Yes for David Tartler: (BH, DT, LZ, RK) 1 absent (JM)  
David Tartler elected Vice Chairman.

3. Chairman: Motion by Tartler and second by Hilligsberg to open nominations for Secretary.  
All in favor, none opposed motion passed.

- a. Tartler nominated Brian Hilligsberg for Secretary no other nominees named.
- b. Motion by Hilligsberg and second by Tartler to close nominations for Secretary.  
All in favor for Brian Hilligsberg, none opposed motion passed.  
Brian Hilligsberg elected Secretary.

4. Chairman: Motion by Tartler and second by Zapf to open nominations for Treasurer.  
All in favor, none opposed motion passed.

- a. Hilligsberg nominated Munsie for Treasurer no other nominees named.
- b. Motion by Tartler and second by Hilligsberg to close nominations for Treasurer.  
All in favor for John Munsie, none opposed motion passed.  
John Munsie elected Treasurer.

5. Chairman: Motion by Tartler and second by Hilligsberg to open nominations for Assistant Secretary/Treasurer. All in favor, none opposed motion passed.

- a. Tartler nominated Zapf for Assistant Secretary/Treasurer no other nominees named.
- b. Motion by Hilligsberg and second by Tartler to close nominations for Assistant Secretary/Treasurer. All in favor for Leonard Zapf, none opposed motion passed.  
Leonard Zapf elected Assistant Secretary/Treasurer.

6. Motion by Hilligsberg and second by Zapf to appoint Racunas Law Group LLC as Solicitor for the Authority. Vote: 4-Yes (BH, DT, LZ, RK) 1 absent (JM)

7. Motion by Tartler and second by Hilligsberg to appoint Chester Engineers as the Engineer for the Authority. Vote: 4-Yes (BH, DT, LZ, RK) 1 absent (JM)

8. Motion by Hilligsberg and second by Tartler to approve the minutes from the Board Meeting on December 3, 2015.  
Vote: 4-Yes (BH, DT, LZ, RK) 1 absent (JM)
9. Motion by Hilligsberg and second by Tartler to approve the Treasurers' Report for October 2015.  
Vote: 4-Yes (BH, DT, LZ, RK) 1 absent (JM)
10. Motion by Tartler and second by Zapf to ratify the December 2015 bills.  
Vote: 4-Yes (BH, DT, LZ, RK) 1 absent (JM)
11. Motion by Tartler and second by Zapf to approve requisition 2014-12 in the amount of \$92,087.17, as draw down against Bond Series 2014, by Trustee Wells Fargo Bank, Pittsburgh, PA.  
Vote: 4-Yes (BH, DT, LZ, RK) 1 absent (JM)
12. Report of the Solicitor.  
A written report of the Solicitor is available upon request.
13. Report of the Engineer. A written report of the Engineer is available upon request.
  - a. Motion by Hilligsberg and second by Tartler to award Contract 2015-02 for General Construction of UV Disinfection at New England STP to Port Vue Plumbing in the amount of \$199,800.00.  
Vote: 4-Yes (BH, DT, LZ, RK) 1 absent (JM)
  - b. Motion by Tartler and second by Zapf to award Contract 2015-03 for Electrical Construction of UV Disinfection at New England STP to NexGen Industrial Services in the amount of \$17,100.00.  
Vote: 4-Yes (BH, DT, LZ, RK) 1 absent (JM)
14. Report of the General Manager. A written report of the General Manager is available upon request.
  - a. Motion by Hilligsberg and second by Tarter to accept Lone Pine's quote for installation of pump at the airport pump station not to exceed \$9,000.00.  
Vote: 4-Yes (BH, DT, LZ, RK) 1 absent (JM)
15. Executive Session held from 6:25pm to 6:39pm.
16. Old Business.
  - a. Motion by Hilligsberg and second by Tartler to ratify Resolution 142-15 whereas WMSSMA has agreed to execute the Consent Order and Agreement (COA) with Allegheny County Health Department. Vote: 4-Yes (BH, DT, LZ, RK) 1 absent (JM)
17. New Business.
  - a. Motion by Tartler and second by Hilligsberg to approve agreement of payments for final amortization schedule for Penn Vest Loan 75257.  
Vote: 4-Yes (BH, DT, LZ, RK) 1 absent (JM)
  - b. Motion by Zapf and second by Tartler to approve modification of employee agreement of Sue Piperski's so annual raise can take effect January 1<sup>st</sup> instead of January 26<sup>th</sup>.  
Vote: 4-Yes (BH, DT, LZ, RK) 1 absent (JM)
18. Motion by Hilligsberg and second by Tartler to adjourn at 6:41pm.

Respectfully submitted:

  
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Brian Hilligsberg – Secretary