

**WEST MIFFLIN SANITARY SEWER MUNICIPAL AUTHORITY  
BOARD OF DIRECTORS MEETING  
MEETING MINUTES  
Thursday February 2, 2017**

CALL TO ORDER 6:00pm

PLEDGE OF ALLEGIANCE

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

Also: Present: Matthew D. Racunas Esq., John Mowery, PE, Gary Stetar, General Manager, James Howard,  
Assistant General Manager & Mindy Henze

ANNOUNCEMENTS: On January 5, 2017, an Executive Session was held during the Board Meeting.

Reception of Visitors: Paul Fisher Insurance Agency and CWM Environmental.  
Executive Session held from 6:09pm to 6:36pm

1. Motion by Hilligsberg and second by Moses to approve the minutes from the Board Meeting on January 5, 2017. Vote: 4-Yes (BH, MM, DT, RK) 1-absent (JM)
2. Motion by Tartler and second by Hilligsberg to approve the Treasurer's Report for November 2017. Vote: 4-Yes (BH, MM, DT, RK) 1-absent (JM)
3. Motion by Moses and second by Tartler to ratify the January 2017 bills. Vote: 4-Yes (BH, MM, DT, RK) 1-absent (JM)
4. Motion by Hilligsberg and second by Tartler to approve requisition 2014-25 in the amount of \$ 65,164.53 as draw down against Bond Series 2014, by Trustee Wells Fargo Bank, Pittsburgh, PA. Vote: 4-Yes (BH, MM, DT, RK) 1-absent (JM)
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 Hilligsberg and second by Moses to award Contract 2017-01 to State Pipe for Pipe Busting on Greensprings in the amount of \$280,650.00. Vote: 4-Yes (BH, MM, DT, RK) 1-absent (JM)
7. Report of the General Manager.
  - a. Motion Hilligsberg and second by Tartler to have the office and conference room painted by Janisin Painting in the amount of \$3,650.00. Vote: 4-Yes (BH, MM, DT, RK) 1-absent (JM)
8. Executive Session was held from 6:51pm to 7:12pm.
9. Old Business.
  - a. Motion by Tartler and second by Hilligsberg to ratify the Collective Bargaining Agreement with the West Mifflin Sanitary Sewer Authority and the Teamsters Local 636 for a term of four years effective January 1, 2017. Vote: 4-Yes (BH, MM, DT, RK) 1-absent (JM)
10. New Business.
  - a. Motion by Hilligsberg and second by Moses to ratify phone vote of the board of directors for approval for the advertisement for pipe bursting of the Greensprings Force Main. Vote: 4-Yes (BH, MM, DT, RK) 1-absent (JM)
  - b. Motion by Hilligsberg and second by Tartler to approve addendum to the contract for employment of Authority Office Manager Mindy Henze. Vote: 4-Yes (BH, MM, DT, RK) 1-absent (JM)
  - c. Motion by Moses and second by Hilligsberg to hire Thomas Pasinski as a general laborer in accordance with the terms of the collective bargaining unit effective immediately upon pre-employment physical and background checks. Vote: 4-Yes (BH, MM, DT, RK) 1-absent (JM)

d. Motion by Tartler and second by Moses to hire Nicole Patterson as the Assistant Office Manager for a five year contract effective March 13, 2017 pending upon pre-employment physical and background checks. Vote: 4-Yes (BH, MM, DT, RK) 1-absent (JM)

e. Motion by Hilligsberg and second by Tartler to hire Andrew Radocay effective immediately upon pre-employment physical and background checks. Vote: 4-Yes (BH, MM, DT, RK) 1-absent (JM)

11. Motion by Hilligsberg and second by Moses to adjourn at 7:16pm.  
Vote: All in favor; none opposed motion passed 4-0.

Respectfully submitted:

  
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Brian Hilligsberg – Secretary