

**WEST MIFFLIN SANITARY SEWER MUNICIPAL AUTHORITY
BOARD OF DIRECTORS MEETING
MEETING MINUTES
Thursday March 1, 2018**

CALL TO ORDER 6:00pm

PLEDGE OF ALLEGIANCE

ROLL CALL Brian Hilligsberg (Phone), John Munsie, David Tartler, & Robert Kostelnik – Present
Michael Moses-Absent

Also: Present: Matthew D. Racunas Esq., Matthew Elyes-KLH Engineer, Gary Stetar, General Manager, James Howard, Assistant General Manager, Nicole Patterson, and Mindy Henze.

ANNOUNCEMENTS: On January 4, 2018, an Executive Session was held during the Board Meeting.

Reception of Visitors: Judy Goldman resident of 762 Camp Hollow Road to discuss tap issue.

1. Motion by Munsie and second by Tartler to approve the minutes from the Board Meeting on February 1, 2018. Vote: 4-Yes (BH, JM, DT, BK) Absent (MM)
2. Motion by Tartler and second by Munsie to approve the Treasurer's Report for December 2017. Vote: 4-Yes (BH, JM, DT, BK) Absent (MM)
3. Motion by Munsie and second by Tartler to ratify the February 2018 bills. Vote: 5-Yes (BH, MM, JM, DT, BK)
4. Motion by Tartler and second by Munsie to approve requisition 2014-38 in the amount of \$279,367.71, as draw down against Bond Series 2014, by Trustee Wells Fargo Bank, Pittsburgh, PA. Vote: 4-Yes (BH, JM, DT, BK) Absent (MM)
5. Report of the Solicitor.
6. Report of the Engineer.
 - a. Motion by Tartler and second by Munsie to accept change order #2 for the UV Project 2016-02 at Thompson Run STP. Vote: 4-Yes (BH, JM, DT, BK) Absent (MM)
7. Report of the General Manager.
8. Executive Session was held from 6:23pm to 6:54pm
9. Old Business.
 - a. Motion by Munsie and second by Tartler to approve payment of Siemens Invoice in the amount of \$7,910.85. Vote: 4-Yes (BH, JM, DT, BK) Absent (MM)
10. New Business.
 - a. Motion to approve the agreement with Dunbar, Bender, and Zapf to act as Third Party Administrator of the Authority's 457b plan. Vote: 4-Yes (BH, JM, DT, BK) Absent (MM)
 - b. Motion by Tartler and second by Munsie to adopt Resolution 153-18 for the Authorization of the Streets Run Road Agreement. Vote: 4-Yes (BH, JM, DT, BK) Absent (MM)
 - c. Motion by Munsie and second by Tartler to Reimburse Judy Goldman \$5,144.74, contingent on submission of detailed invoice outlining the outside plumbing work only. Vote: 4-Yes (BH, JM, DT, BK) Absent (MM)
 - d. Motion by Tartler and second by Munsie to approve installation of back flow preventer at 327 Coal Road, Justin Ronk. Vote: 4-Yes (BH, JM, DT, BK) Absent (MM)

e. Motion by Munsie and second by Tartler to ratify 30 day suspension and execution of last chance agreement for employee number 96-9968, effective February 15, 2018.
Vote: 4-Yes (BH, JM, DT, BK) Absent (MM)

f. Motion by Tartler and second by Munsie to accept resignation of employee 98-2056 effective February 15, 2018. Will pay said employee for unused sick time. Vote: 4-Yes (BH, JM, DT, BK) Absent (MM)

g. Motion to authorize payment of unused vacation pay to former employee 06-6281 pursuant to the collective bargaining agreement. Vote: 4-Yes (BH, JM, DT, BK) Absent (MM)

11. Motion by Munsie to adjourn at 6:58pm. Vote: all in favor none opposed; motion passed

Respectfully submitted:

Brian Hilligsberg – Secretary