

**WEST MIFFLIN SANITARY SEWER MUNICIPAL AUTHORITY
BOARD OF DIRECTORS MEETING
MEETING MINUTES
Thursday December 1, 2016**

CALL TO ORDER 6:00pm

PLEDGE OF ALLEGIANCE

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

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

ANNOUNCEMENTS: None at this time.

Reception of Visitors: On November 3, 2016, an Executive Session was held during the Board Meeting.

1. Motion by Zapf and second by Hilligsberg to approve the minutes from the Board Meeting on November 3, 2016. Vote: 4-Yes (BH, DT, LZ, RK) 1-Absent (JM)
2. Motion by Hilligsberg and second by Zapf to approve the Treasurer's Report for September 2016. Vote: 4-Yes (BH, DT, LZ, RK) 1-Absent (JM)
3. Motion by Tartler and second by Zapf to ratify the November 2016 bills. Vote: 4-Yes (BH, DT, LZ, RK) 1-Absent (JM)
4. Motion by Hilligsberg and second by Zapf to approve requisition 2014-23 in the amount of \$104,137.79, as draw down against Bond Series 2014, by Trustee Wells Fargo Bank, Pittsburgh, PA. Vote: 4-Yes (BH, DT, LZ, 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.
7. Report of the General Manager. A written report of the General Manager is available upon request.
8. Executive Session held from 6:14pm to 6:37pm
9. Old Business. - None at this time.
10. New Business.
 - a. Motion by Zapf and second by Hilligsberg to approve the Board Meeting Schedule for 2017. Vote: 4-Yes (BH, DT, LZ, RK) 1-Absent (JM)
 - b. Motion by Hilligsberg and second by Zapf to approve Chester Engineers to prepare Bid Package for the Greensprings Forcemain. Vote: 4-Yes (BH, DT, LZ, RK) 1-Absent (JM)
11. Motion by Zapf and second by Tartler to adjourn at 6:40pm. Vote: 4-Yes (BH, DT, LZ, RK) 1-Absent (JM)

Respectfully submitted:

Brian Hilligsberg – Secretary