



**MINUTES OF THE REGULAR BUSINESS MEETING OF THE  
BOROUGH OF DORMONT STORMWATER AUTHORITY  
HELD ON WEDNESDAY JANUARY 20, 2021 7:00 PM  
VIRTUAL MEETING VIA ZOOM**

**Call to Order:** Chairman Gary Klimowicz called the virtual meeting to order at 7:04pm.

**Pledge of Allegiance** was recited by all present.

**Roll Call:** The following members of the Board were in attendance:

Gary Klimowicz, Chairman  
Chad Greenlee, Board Member  
Ron Hastings, Treasurer

Not Present: Frank Stumpo, Vice-Chairman

Also Present: Alexis Wheeler - Solicitor  
Deborah Grass – Interim Manager  
Tricia Levander - Finance  
John Heyl, Engineer- LSSE

Members of the Public Present: Mayor Jason Walsh

**Reorganization of the Board:** The Solicitor noted that according to the by-laws, the Board reorganizes at the first meeting in January. The Board members should discuss the various officer positions and can vote for a slate of officers.

Motion by Klimowicz, second by Hastings to adopt the following slate of officers:

Gary Klimowicz, Chairman  
Frank Stumpo, Vice-Chairman  
Chad Greenlee, Secretary  
Ron Hastings, Treasurer

Motion carried: 3-0

**Comments from the Chairman:** No comments

**Comments from the Public:** None Registered

**Treasurers Report:** Treasurer Ron Hastings reported that December 2020 current collections were \$9,089.71; the delinquent collections were in the amount of \$1,083.33; the balance in the Operating Account at December 31, 2020 is \$38,339.21; the balance in the Money Market account is \$400,017.05 Ron reviewed the December bill list in the amount of \$11,715.19 and the budget to actual report for the month ending December 31, 2020. The collection rate is 88.5% which is better than the 2019 rate of 83%. There was about \$20,000 more collected in 2020 than in 2019.

**Engineer's Report:** John Heyl LSSE provided a summary memo and recommendations for the catch basin cleaning / maintenance work. Initially, the RFPs for inlet repairs was due December 11, 2020 but the proposals exceeded bid threshold. Revised RFPs were reissued with a due date on January 14, 2021; Heyl provided a summary of proposals and recommends that the Authority award the work to low bidder Insight Pipe.

Heyl reported that the Arkansas Avenue modeling has been completed and that they are working on a potential design to capture storm water near Beggs Snyder Park.

Heyl noted that he and John Valinsky along with Grass participated in the procurement meeting with Allegheny County and have followed up with requested documentation that is required based on the GEDTF guidelines. Heyl prepared Service Order Authorizations for the two grant projects and they are on the agenda this evening for approval by the Board. The County has authorized the Board to move forward with the projects.

**Solicitor Report:** The Solicitor reported that she and the Manager have discussed an upgrade to the Authority's by-laws and that she reviewed the proposed procurement policy to ensure that it is consistent with public law. She recommended that the Board officially appoint Grass as the Authority Manager since the Board intends to continue to utilize Grass Root Solutions services.

Motion by Klimowicz, second by Greenlee to appoint Deborah Grass, Grass Root Solutions, as Authority Manager.

Public Comment: None  
Motion Carried 3-0

**Interim Manager's Report:** Grass reported that there was a virtual meeting with the County on January 13 to go over the GEDTF guidelines, requirements, and compliance issues. She will provide a complete review of those items under the Discussion part of the meeting. She reported that she and Tricia have begun to work to upload documents for the 2020 audit. She also reported that they continue to work on the website update and had a virtual meeting with potential vendors for this purpose. Grass requested information from Jordan relative to delinquent accounts and will provide an analysis to the Finance Committee. Grass reported that she continues to monitor the project on Hillsdale Avenue by Peoples Gas for sediment control during construction. The contractor has indicated an early spring clean-up. Chairman Klimowicz asked if Grass could contact the Borough about the silt sock that was purchased for the Borough for run-off from the salt pile and whether the Authority needed to purchase a new one. Grass reported that the Borough Manager provided Council the request for the installation of a rain garden at either the Espy or W. Liberty Avenue parking lots since it was included in the Authority's 2021 budget. Mayor Walsh stated that it will be discussed at the Property, Planning & Public Works meeting on Tuesday, January 26 at 6pm. Grass indicated that she will attend that meeting.

**Committee Reports:**

*Finance & Legal-* Ron Hastings stated that he would like to review 2020 year end financials that are being turned over for the audit and to analyze the delinquent accounts.

*Education & Outreach-* Gary Klimowicz indicated that there is no report this evening but that he would like to schedule a virtual Spring workshop focused on illegal discharges.

**Consent Agenda:**

Motion by Hastings, second by Klimowicz to approve the consent agenda

- a. Meeting Minutes for December 16, 2020
- b. January Bill List in the amount of \$11,715.19
- c. Treasurer's Report for January 2021
- d. Engineer's Report for January 2021
- e. Interim Manager's Report for January 2021
- f. Payment to Solicitor in the amount of \$299.00
- g. Payment to Engineer in the amount of \$935.50
- h. Payment for Management Services in the amount of \$3,736.50

Public Comment: None

Motion Carried 3-0

**Action Items:**

Motion by Klimowicz, second by Greenlee, to accept the low bid in the amount of \$17,050 from Insight Pipe for the Catch Basin Repair/Maintenance project in the Arkansas Avenue Watershed as recommended by the Authority Engineer.

Public Comment: None

Motion carried: 3-0.

Motion by Klimowicz, second by Hastings to authorize the Service Order Authorization in the amount of \$26,600 for LSSE for the Athens Alley Phase 2 GEDTF stormwater project.

Public Comment: None

Motion carried: 3-0

Motion by Greenlee, second by Hastings to authorize the Service Order Authorization in the amount of \$25,900 for LSSE for the Louisiana/Lasalle Phase 2 GEDTF stormwater project.

Public Comment: None

Motion carried: 3-0

Grass reviewed the County documents and actions that will be necessary for administering the GEDTF grants. These include:

- Updated Procurement Policy
- Waiver for Quest Bidding Process
- Essential Project Letter
- Social Distancing Policy
- Insurance Waivers
- Fidelity Bonds – Grass and Levander

Grass and Heyl explained the use of the QuestCDN bidding process and the updated procurement policy that includes the process for the virtual bidding of projects.

Motion by Hastings, second by Klimowicz to approve the updated procurement policy that includes new threshold amounts and the virtual QuestCDN system to bid projects that exceed the threshold amounts.

Public Comment: None

Motion carried: 3-0

**Discussion Items:**

Levander gave a report on the website update. She reported that she, Grass, and Hastings hosted interviews with 3 vendors and that she will follow up requesting written proposals from the vendors for the Board's review.

The Board discussed the vacant seat on the Board. Grass asked the Board members to continue to encourage and invite residents to apply for the vacant position. The Winter newsletter has an article about the vacant position and contact information to apply.

**Comments from the Public – Other Items**

There were no additional comments from the public

**Adjournment:** Motion to adjourn at 8:20 by Klimowicz, second by Hastings. Motion carried 3-0.

Chairman Klimowicz asked if Greenlee, Levander, and Grass could meet briefly on Monday, January 25 at 4pm to discuss a possible Spring workshop for public education.