

Minutes of the Workshop Meeting of the  
Board of The Wilkinsburg-Penn Joint Water  
Authority held on April 25, 2023, at 6:30  
o'clock p.m. at 2200 Robinson Boulevard  
Wilkinsburg, PA 15221

Present:	Fuller	Vahosky	Broz
	Williams	Scolieri	Crombie-Collins
	McKinley	Gilliland	Simon
		Rawlins	

Others Present: Komandt, Bianchi, Akam, Balewski, Alexander, and Davis

Absent: Vento, Czekaj

Although no formal action was taken, the following workshop minutes are presented for the record. The workshop meeting commenced at 6:30 p.m. with Mr. Simon, chairman presiding. The Chairman then asked for the reports of the Consulting Engineer and Solicitor. Both reports, presented with questions asked and answered, are attached hereto, and made a part of these minutes. Next, Mr. Komandt, Executive Director, reviewed the items in his Management Report which is attached hereto and made a part of these minutes. He had nothing further to add.

There being no further business to discuss, the workshop session concluded at 7:20 pm.  
The regular board meeting commenced at 7:37 pm.

  
Secretary

Minutes of the Regular Meeting of  
the Board of The Wilkinsburg-Penn  
Joint Water Authority held on  
April 25, 2023, at 7:00 o'clock p.m.  
at 2200 Robinson Boulevard,  
Wilkinsburg, PA. 15221.

Present:	Fuller	Vahosky	Broz
	Williams	Scolieri	Crombie-Collins
	McKinley	Rawlins	Simon
		Gilliland	

Others Present: Komandt, Bianchi, Akam, Balewski, Alexander, and Davis

Absent: Vento, Czekaj

The regular meeting commenced at 7:37 p.m. with Mr. Simon, chair presiding, and Ms. Davis recording the minutes. The meeting was called to order by Mr. Simon followed by roll call and the Pledge of Allegiance. The Chair then called for public comments, of which there were none. Next Mr. Simon called for the approval of the Workshop and Regular Meeting Minutes of March 28, 2023, whereupon;

**APPROVAL OF THE  
MARCH 28, 2023, WORKSHOP  
AND REGULAR MEETING  
MINUTES**

On a motion by Ms. Broz, seconded by Ms. Rawlins, with one (1) abstention it was resolved by voice vote that the Workshop, and Regular Meeting Minutes of March 28, 2023, be approved as written and the same are hereby approved as written.

Abstention: Crombie-Collins

**BILLS AND COMMUNICATIONS:**

- ◆ As discussed in the earlier workshop meeting, authorization was requested to exercise year three (3) renewal option on Contract # 21-008 "Landscape and Grass Cutting Services" to *Pittsburgh Lawncare*. The contract amount is unchanged at \$6,900.00 per month, whereupon;

**APPROVAL TO EXERCISE YEAR THREE (3) RENEWAL OPTION ON CONTRACT # 21-008 "LANDSCAPE AND GRASS CUTTING SERVICES" TO PITTSBURGH LAWN CARE. THE CONTRACT AMOUNT IS UNCHANGED AT \$6,900.00 PER MONTH**

On a motion by Mr. Fuller, seconded by Mr. Vahosky, it was resolved by voice vote to exercise year three (3) renewal option on Contract # 21-008 at the unchanged amount of \$6,900.00 per month, and the same are hereby authorized and approved.

In response to published advertisement for Contract #23-007 "Silica Sand and Gravel" four (4) Vendors picked up with all returning. Sealed Bids were opened and read at 10:00 am Tuesday April 18, 2023, with copies of Bid Tabulations filed in the *Authority's* Administrative Office at 2200 Robinson Boulevard, Wilkinsburg, Pennsylvania 15221.

- ◆ As discussed in the earlier workshop meeting, authorization was requested to award Contract #23-007 "Silica Sand and Gravel" to *Carbon Enterprises, Inc.*, the lowest most responsible bidder, in the amount of \$30,600.00, whereupon;

**APPROVAL TO AWARD CONTRACT #23-007 "SILICA SAND AND GRAVEL" TO CARBON ENTERPRISES, INC., THE LOWEST MOST RESPONSIBLE BIDDER, IN THE AMOUNT OF \$30,600.00**

On a motion by Ms. Broz, seconded by Mr. Fuller, it was resolved by voice vote to award Contract #23-007 to *Carbon Enterprises, Inc.*, the lowest most responsible bidder, at the amount of \$30,600.00 and the same are hereby authorized and approved.

In response to published advertisement for Contract #23-008 "Anthracite Filter Material" five (5) Vendors picked up with four (4) returning. Sealed Bids were opened and read at 10:00 am Tuesday April 18, 2023, with copies of Bid Tabulations filed in the *Authority's* Administrative Office at 2200 Robinson Boulevard, Wilkinsburg, Pennsylvania 15221.

- ◆ As discussed in the earlier workshop meeting, authorization was requested to award Contract #23-008 "Anthracite Filter Material" to *Unifilt Corporation* the lowest most responsible bidder, in the amount of \$19,037.31, whereupon;



**APPROVAL TO AWARD CONTRACT #23-008 "ANTHRACITE FILTER MATERIAL" TO UNIFILT CORPORATION" THE LOWEST MOST RESPONSIBLE BIDDER, IN THE AMOUNT OF \$19,037.31**

On a motion by Mrs. Crombie-Collins, seconded by Mr. Fuller, it was resolved by voice vote to award Contract #23-008 to *Unifilt Corporation*, the lowest most responsible bidder, at the amount of \$19,037.31 and the same are hereby authorized and approved.

- ◆ As discussed in the earlier workshop meeting, authorization was requested to participate in the (SHACOG) Purchasing Alliance Program and award Contract # 23-012 "2A and 57 Aggregate" to *Amerikohl Aggregates, Inc.* The amount of 2A is \$21.50 per ton and the amount for 57 aggregate is \$24.50 per ton. Bidding requirement was met through the (SHACOG) Purchasing Alliance, whereupon;

**APPROVAL TO PARTICIPATE IN THE (SHACOG) PURCHASING ALLIANCE PROGRAM AND AWARD CONTRACT # 23-012 "2A AND 57 AGGREGATE", TO AMERIKOHL AGGREGATES, INC. THE AMOUNT OF 2A IS \$21.50 PER TON AND THE AMOUNT FOR 57 AGGREGATE IS \$24.50 PER TON.**

On a motion by Mrs. Crombie-Collins, seconded by Ms. Broz, it was resolved by voice vote to award Contract #23-012 to *Amerikohl Aggregates, Inc.* at the amount of \$21.50 and \$24.50 respectively per ton, and the same are hereby authorized and approved.

In response to published advertisement for Contract #22-024A "Remediation at Nadine Pump Station Phase 2 (Re-bid) Asbestos Abatement" three (3) Vendors picked up with two (2) returning. Sealed Bids were opened and read at 11:00 am Tuesday April 20, 2023, with copies of Bid Tabulations filed in the *Authority's* Administrative Office at 2200 Robinson Boulevard, Wilkinsburg, Pennsylvania 15221.

- ◆ As discussed in the earlier workshop meeting, authorization was requested to award Contract #22-024A "Remediation at Nadine Pump Station Phase 2 (Re-bid) Asbestos Abatement" to *Canfield Development*, the lowest most responsible bidder, in the amount of \$72,650.00, whereupon;

**APPROVAL TO AWARD CONTRACT #22-024A "REMEDIATION AT NADINE PUMP STATION PHASE 2 (RE-BID) ASBESTOS ABATEMENT" TO CANFIELD DEVELOPMENT, THE LOWEST MOST RESPONSIBLE BIDDER, IN THE AMOUNT OF \$72,650.00**

On a motion by Mrs. Crombie-Collins, seconded by Mr. Scolieri, it was resolved by voice vote to award Contract #22-024A to *Canfield Development* the lowest most responsible bidder, at the amount of \$72,650.00 and the same are hereby authorized and approved.

#### **REPORTS OF OFFICERS:**

Mr. Simon, Chair,  
No report

Mr. Fuller, Vice Chair,  
No report

Ms. Broz, Secretary,  
No report

Mr. Gilliland, Treasurer,

Mr. Gilliland, treasurer, asked the body if they had any questions of the voucher run that was mailed out this past week under separate cover. Hearing none, he made the following motion based on management's recommendation and his review of the bills that expenditures from March 28, 2023, through April 14, 2023, be ratified in the amount of \$1,479,187.83. Said amount does not include net payroll, payment of payroll taxes or the electronic transfer of some municipality's sewage collections. In addition, authorization of disbursements was requested through May 23, 2023, whereupon;

**RATIFICATION OF EXPENDITURES  
FROM MARCH 28, 2023, THROUGH  
APRIL 14, 2023, IN THE AMOUNT OF  
\$1,479,187.83. AND AUTHORIZATION  
OF VOUCHER DISBURSEMENTS  
THROUGH MAY 23, 2023**

On a motion by Mr. Gilliland,  
seconded by Ms. Broz, with two (2)  
abstentions, it was resolved by roll  
call vote that ratification of  
expenditures from March 28, 2023,  
through April 14, 2023, in the amount  
of \$1,479,187.83 be authorized.  
(Electronic transfers have been  
included but are not reflective in the  
total) Additionally, authorization of  
expenditures through  
May 23, 2023, are hereby ratified and  
authorized.

Abstentions: Crombie-Collins

Simon from bills pertaining to *ms consultants, inc.*

**REPORT OF COMMITTEES:**

**EXECUTIVE COMMITTEE:**

No report

**FINANCE COMMITTEE:**

No report

**LABOR COMMITTEE:**

No report

**POLICY COMMITTEE:**

Information obtained at the spring ALOM Conference was shared with emphasis on public meeting regulations and the need for PMAA to update advertising policies regarding bidding. Next, the Policy Chairperson requested specific *Authority*-related policy information be provided to the board regarding the Sunshine Act. It was also recommended that an informational Welcome Packet containing the number of communities served, miles of service lines in operation, By-laws, policies, etc., along with certain quarterly and annual reports be provided to help acclimate new Board members of *Authority* business.

**ENGINEERING COMMITTEE:**

No report



## CONSULTANTS REPORTS:

### Consulting Engineer

Mr. Balewski discussed his report at the earlier workshop.  
He had nothing further to add.

### Solicitor

Mr. Alexander discussed his report at the earlier workshop.  
He had nothing further to add.

## REPORT OF MANAGEMENT:

The report of Management is made part of the workshop minutes, having been discussed and distributed to each Board member at the earlier workshop. In conjunction, Mr. Komandt had the following items to submit for approval:

- ◆ As discussed in the earlier workshop meeting, authorization was requested for the Executive Director to award Contract #23-006 "Ductile Iron Pipe and Accessories" to the lowest most responsible bidders, and ratify action at the May 23, 2023, Board meeting, whereupon;

### **AUTHORIZATION FOR THE EXECUTIVE DIRECTOR TO AWARD CONTRACT #23-006 "DUCTILE IRON PIPE AND ACCESSORIES" TO THE LOWEST MOST RESPONSIBLE BIDDERS, AND RATIFY ACTION AT THE MAY 23, 2023, BOARD MEETING**

On a motion by Mr. Fuller, seconded by Mrs. Crombie-Collins, it was resolved by voice vote to authorize the Executive Director to award Contract #23-006 and ratify action at the May 23, 2023, board meeting, and the same is hereby authorized and approved.

- ◆ As discussed in the earlier workshop meeting, authorization was requested to prepare Bid Specifications and bid Contract #23-009 "Miscellaneous Blanket Contract". Bid opening scheduled for May 18, 2023, whereupon;

### **AUTHORIZATION TO PREPARE BID SPECIFICATIONS AND BID CONTRACT #23-009 "MISCELLANEOUS BLANKET CONTRACT". BID OPENING SCHEDULED FOR MAY 18, 2023,**

On a motion by Mrs. Crombie-Collins, seconded by Mr. Scolieri, it was resolved by voice vote to go out to bid on Contract #23-009, and the same is hereby authorized and approved.

- ◆ As discussed in the earlier workshop meeting, authorization was requested to prepare Bid Specifications and bid Contract # 23-010 "Service Line Verifications Phase 3". Bid opening scheduled May 18, 2023, whereupon;

**AUTHORIZATION TO PREPARE BID  
SPECIFICATIONS AND BID  
CONTRACT # 23-010 "SERVICE LINE  
VERIFICATIONS PHASE 3". BID  
OPENING SCHEDULED  
MAY 18, 2023,**

On a motion by Ms. Broz, seconded by Mrs. Crombie-Collins, it was resolved by voice vote to go out to bid on Contract # 23-010, and the same is hereby authorized and approved.

Unfinished Business

Comments and concerns were raised regarding our auto pay billing issues. A status update was requested as to what measures were being taken to provide clarity to our customers, interim billing methods, handling of inaccurate late fees that could potentially result in service disruptions.

New Business

An inquiry was made regarding the procedure a resident should follow when experiencing dirty water and if they have any recourse. Several explanations and remedies were given for addressing such occurrences. Next, the question was asked and answered of where things stand regarding the recent water main break affecting Westgate Condominiums and the Authority's process of handling residents' Property Damage Claims.

There being no further business to come before the Board, on a motion by Ms. Rawlins, seconded by Mr. Fuller and unanimously carried, the meeting adjourned at approximately 8:20 p.m.

  
Secretary