

**MEETING OF THE BOARD
THE WILKINSBURG-PENN JOINT WATER AUTHORITY
August 22, 2023**

ORDER OF BUSINESS

I Roll Call

II Pledge of Allegiance

III Public Comment Period

IV Approval of Meeting Minutes

Workshop Meeting Minutes of July 25, 2023
Regular Meeting Minutes of July 25, 2023

V Bills and Communications

- Award Contract 22-022A – Replacement of 16" Transmission Main Line
- Award Contract 22-022B – Lining of 16" Transmission Main Line
- Award Contract 23-013A – Ramsey Installation of Foundation
- Award Contract 23-013B – Ramsey Installation of Pre-Fabrication Building

VI Report of Officers:

- Chairman
- Vice Chairman
- Secretary
- Treasurer

Ratification of expenditures from July 15, 2023, through August 11, 2023, in the amount of \$2,107,155.15. Electronic transfers have been included but are not reflected in the total. In addition, we will need authorization of expenditures through September 26, 2023.

VII Report of Committees

- Executive Committee
- Finance Committee
- Labor Committee
- Policy Committee
- Engineering Committee

VIII Consultants' Reports - Comments

- Consulting Engineer
- Solicitor

IX Report of Management

X Unfinished Business

XI New Business

XII Adjournment

THE WILKINSBURG-PENN JOINT WATER AUTHORITY
REPORT OF MANAGEMENT

August 22, 2023

- Customer Advisory Committee is in the planning stages. We are working with Triad Strategies to lay the groundwork for the committee. Triad has reached out to a few elected officials for possible individuals. We are considering meeting three times a year.
- Updated Auto Pay, Paperless Billing and the ability to look at your Account Balance went into effect on August 21, 2023. Customers will be required to make a new election to participate in the Auto Pay and Paperless Billing processes.
- Authorization to prepare specifications and bid Contract 23-018 – Universal Tank Painting and Standpipe Demolition – Penn Hills. Bid opening to be held in the fall.
- Authorization to prepare specifications and bid Contract 23-019 – Replacement of Sump Pump (2) at Nadine Pump Station – Penn Hills. Bid opening to be held in the fall.
- Authorization to prepare specifications and bid Contract 23-020 – Underdrain Design and Installation at Water Treatment Plant – Penn Hills. Bid opening to be held in the fall.
- Met with World Kinect regarding Electric and Natural Gas supply contracts. Gas supply contract runs until December 2023. Electric contract runs through December 2024. Contracts have been fixed cost type contracts in the past. May want to do a portion of new Electric Contract as variable price.
- Authorization for the Executive Director to sign PENNVEST Lead Service Line Replacement Settlement Agreement and related documents.
- Approval of Resolution 2023-01, Declaration of intent to reimburse Authority funds used to construct replacements to lead service lines with funds received from the Pennsylvania Infrastructure Investment Authority (PENNVEST). Further authorize Chairman Simon to sign said Resolution.
- Web Site Upgrade – Posted as of August 21, 2023.
- Computer system upgrade is moving along. We have started utilizing the A/P module for the printing of checks. We have the G/L working as well. Report for check disbursements is different. We are working on preparing a different printout. Also, financial statements are not complete for July. Payroll is going to be operational within the week.

- Approval to enter an agreement with ms consultants for program management of the PENNVEST Lead Service Line Replacement. Total compensation is estimated to be \$825,000. The agreement is for fifteen months and is 100% paid through the PENNVEST Lead Service Line Replacement Project.
- Approval to enter an agreement with Craig Alexander, Esquire, Bruce E. Dice & Associates for professional service relating to the PENNVEST Lead Service Line Replacement. Total compensation is estimated to be \$25,000.
- Authorization to award Contract 22-022A - Replacement of 16" Transmission Main Line to Lawson Excavating, Inc., the lowest responsible bidder, in the amount of \$1,346,250. Bid opening was August 3. Bid tabulation is in your packet.
- Authorization to award Contract 22-022B – Lining of 16" Transmission Main Line to Insituform Technologies, the lowest responsible bidder, in the amount of \$589,600. Bid opening was August 3. Bid tabulation is in your packet.
- Authorization to award Contract 23-013A – Ramsey Installation of Foundation to Lawson Excavating, Inc, the lowest responsible bidder, in the amount of \$73,500. Bid Opening was August 17. Bid tabulation is in your packet.
- Authorization to award Contract 23-013B – Ramsey Installation of Pre-Fabricated Building to Lawson Excavating, Inc, the lowest responsible bidder, in the amount of \$56,200. Bid Opening was August 17. Bid tabulation is in your packet.
- Authorization for the Executive Director to enter into an agreement with the Law Offices of Max C. Feldman to represent us as needed in Bankruptcy and Tax Sales (Sheriff Sales). The plan is to have Attorney Feldman get us caught up on our filings and to get us to the point we can handle this process internally.
- There has been a total of 29 breaks since our July 25, 2023, meeting. Included in your packet is a breakdown by Municipality of all Distribution Work done during the last period.

WILKINSBURG PENN JOINT WATER AUTHORITY
AUGUST 22, 2023

ms consultants – MONTHLY ENGINEER’S REPORT

PENNVEST LEAD SERVICE LINE PROJECT

JetJack continues working with three crews. Total work completed to date is approximately \$4,430,000. This is approximately 64% of the outstanding contract. Although the total work should exceed the 1,100 lead service lines, JetJack will most likely leave around \$1,000,000 unspent if work must end at the end of October. We are working with PENNVEST to finalize the date work must stop for reimbursement.

The updated listing of completed work by municipality is attached. JetJack has been focusing on Pitcairn, Braddock Hills, and East Pittsburgh in the last 30 days.

We are still having JetJack work on catching up on restoration. Any complaints about incomplete restoration should be emailed to me at jbalewski@msconsultants.com and I will see that they are moved to top of list.

PENNVEST LEAD SERVICE LINE PROJECT – PHASE 2

As of August 14th, we have received 928 agreement for Phase 2 (see attachment). Several municipalities have exceeded the original goal substantially. These municipalities are Pitcairn, Swissvale, and Wilmerding. These three municipalities have exceeded the goal by 85 agreements. If the maximum from any municipality is set at the PENNVEST application goal, 843 agreements have been received. In discussing with PENNVEST, they have indicated that the Authority may reallocate within the original 10 municipalities as long as income data is similar. Generally, they have indicated that all 10 are interchangeable but we are requesting confirmation. Our goal is still to get as close as possible to the original allocation, but no additional letters will be sent. The biggest challenge at this point is to get the internal inspections completed by the Authority. Of the 928 agreements, only 143 inspections have been completed. Homeowners are not returning calls to schedule inspections.

PENNVEST settlement scheduled for September 27th at 11 am. All documents are required to be provided by first week in September. Board will need to approve two Resolutions and Engineering Agreement for project. Engineering budget during application was \$825,000 and we have provided a Professional Services Agreement to Authority in that amount that needs approved. Construction expected to begin November 1, 2023.

NADINE PUMP STATION – HEATING SYSTEM

No work started to date. We have requested a firm schedule from Canfield Development and are waiting on update.

SERVICE LINE IDENTIFICATION PROJECT

Lawson Excavation continues working in Rankin. As of August 11th, over 50% of the work has been completed. Lawson to move to East McKeesport in the next week.

NADINE PUMP STATION PERMANGANATE ISSUE

Permit required by DEP complete and being reviewed

BROADWAY BOULEVARD WATER LINE (PITCAIRN)

Bids for the project were opened on August 3, 2023. Three bids were received for the open cut portion of the project with the low bid from Lawson Excavating at \$1,346,250. The other bids were \$1,787,725 and \$2,932,025. We are recommending award to Lawson Excavating.

Two bids were received for the lining portion of the project. The low bid was from Insituform Technologies in the amount of \$589,600. The second bid was \$603,000. We recommend award to Insituform Technologies. The lining work will use the existing pipe and eliminate excavating the intersection of SR 130 and SR 48. Numerous utilities in the intersection would have made the installation of a new pipe very expensive.

RAMSEY STORAGE BUILDING

Building has been ordered with delivery scheduled for end of October. Bids for foundation and erection are scheduled to be opened on August 17th and a recommendation will be available before meeting.

ALUM STORAGE TANKS AT WATER TREATMENT PLANT

We are working with groundwater expert to reply to DEP. We have determined that no water wells are within 1000 ft of the water plant which should limit DEP concerns.

EAST MCKEESPORT TANK REPLACEMENT

No bids received. Rebidding.

SMALL WATER AND SEWER GRANTS

Decision expected any day if on original schedule.

NADINE PUMP STATION OFFICE REMODELING

Project started and work proceeding. Drywall work is nearly complete. Project still expected to be complete by end of August or early September.

SEDIMENTATION BASIN REHABILITATION

Project to be re-bid in September for April start.