

Minutes of the Workshop Meeting of the  
Board of The Wilkinsburg-Penn Joint Water  
Authority held on February 23, 2021, at 6:30  
o'clock p.m. at 2200 Robinson Boulevard  
Wilkinsburg, PA

Present:	Vento	Vahosky	Crombie-Collins
	Fuller	Gilliland	Simon
	Coles	Rawlins	
	Joyce-May	Broz	

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

Absent: Czekaj, Scolieri

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 as discussed with questions asked and answered are attached hereto and made a part of these minutes. Next, Mr. Bianchi reviewed the items on his Management Report with questions asked and answered. Said report is attached 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 7:19 p.m. The regular board meeting commenced at 7:20 pm.

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Secretary

Minutes of the Regular Meeting of  
the Board of The Wilkinsburg-Penn  
Joint Water Authority held on  
February 23, 2021, at 7:00 o'clock  
p.m. at 2200 Robinson Boulevard,  
Wilkinsburg, PA. 15221.

Present:	Vento	Vahosky	Crombie-Collins
	Fuller	Gilliland	Simon
	Coles	Rawlins	
	Joyce-May	Broz	

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

Absent: Czekaj, Scolieri

The regular meeting commenced at 7:20 p.m. with Mr. Simon, chairman 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 Chairman then called for public comments at which time *Madeline Weiss*: of "Our Water Campaign" voiced concerns regarding the lifting of the COVID-19 Moratorium and when customers might expect to receive shut-off notices. She asked if a public forum would be considered for questions and answers. Upon conclusion of the public comment period Mr. Simon called for the approval of the Reorganization, Workshop and Regular Meeting Minutes of January 26, 2021, at which time a correction to page (9) of the regular meeting minutes was duly noted and entered for the record, whereupon;

**APPROVAL OF THE CORRECTION  
TO PAGE NINE (9) OF THE  
REGULAR MEETING MINUTES OF  
JANUARY 26, 2021**

On a motion by Mr. Fuller, seconded by Mrs. Crombie-Collins, it was resolved by voice vote, with one (1) abstention, that the correction to page (9) of the Regular meeting minutes of 1/26/2021, be approved as noted and the same are hereby approved as corrected.

Abstention: Joyce-May was absent at January 26, 2021, meeting

Mr. Simon then called for the approval of the Annual Reorganization, Workshop and amended Regular Meeting Minutes of January 26, 2021, whereupon;

**APPROVAL OF THE ANNUAL  
REORGANIZATION, WORKSHOP  
MEETING MINUTES AND THE  
AMENDED REGULAR MEETING  
MINUTES OF JANUARY 26, 2021**

On a motion by Mr. Fuller, seconded by Mr. Vento, it was resolved by voice vote, with one (1) abstention, that the Annual Reorganization, Workshop Meeting Minutes and the amended Regular meeting minutes of 1/26/2021, be approved as noted and the same are hereby approved as written.

Abstention: Joyce-May

**BILLS AND COMMUNICATIONS:**

As discussed in the earlier workshop meeting, authorization was requested to approve Change Order # 1 on Contract # 2020-14 "Airbrake Avenue Water Line Replacement" (Borough of Wilmerding). Project cost increase of \$4,500.00 is for extra work to go around a high-pressure gas line. Additional work was required by the gas company, whereupon;

**AUTHORIZATION TO APPROVE  
CHANGE ORDER # 1 ON CONTRACT  
# 2020-14 "AIRBRAKE AVENUE  
WATER LINE REPLACEMENT"  
(BOROUGH OF WILMERDING).  
PROJECT COST INCREASE OF  
\$4,500.00 IS FOR EXTRA WORK TO  
GO AROUND A HIGH-PRESSURE  
GAS LINE. ADDITIONAL WORK  
WAS REQUIRED BY THE GAS  
COMPANY**

On a motion by Mr. Vento, seconded by Mrs. Joyce-May, with one (1) abstention, it was resolved by voice vote, to approve Change Order # 1 on Contract # 2020-14 for an amount of \$4,500.00, and the same are hereby authorized and approved.

Abstention: Gilliland

The Wilkinsburg Borough Council voted to reappoint Kathleen Rawlins to a new five (5) year term as their representative on The Authority's Board of Directors.

## **REPORTS OF OFFICERS:**

Mr. Simon, Chairman,  
No report

Mr. Vento, Vice Chairman,  
No report

Ms. Broz, Secretary,  
No report

Mr. Fuller, Treasurer:

Mr. Fuller, 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 January 15, 2021, through February 12, 2021, be ratified in the amount of \$1,695,688.75. 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 March 23, 2021, whereupon;

### **RATIFICATION OF EXPENDITURES FROM JANUARY 15, 2021, THROUGH FEBRUARY 12, 2021, IN THE AMOUNT OF \$1,695,688.75 AND AUTHORIZATION OF VOUCHER DISBURSEMENTS THROUGH MARCH 23, 2021**

On a motion by Mr. Fuller, seconded by Ms. Broz, with two (2) exceptions, it was resolved by voice vote that ratification of expenditures from January 15, 2021, through February 12, 2021, in the amount of \$1,695,688.75 be authorized. (Electronic transfers have been included but are not reflective in the total) Additionally, authorization of expenditures through March 23, 2021 are hereby ratified and authorized.

Abstentions: Gilliland from bills pertaining to Glenn Engineers  
Simon from bills pertaining to ms consultants



## **REPORT OF COMMITTEES:**

### **EXECUTIVE COMMITTEE:**

No report

### **FINANCE COMMITTEE**

No report

### **LABOR RELATIONS COMMITTEE:**

No report

### **POLICY COMMITTEE:**

Mrs. Crombie-Collins stated for the record that the Committee reviewed all the documents thoroughly and made several suggestions and tweaks to enhance the policy under discussion. She also stated that they discussed the Customer Assistance Program that the Sierra Club had submitted and suggested they take another look at that and of a winter moratorium in the future.

### **ENGINEERING COMMITTEE:**

No report

### 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. In addition, he asked that a motion be made allowing him to move forward with challenging a Storm Water Tax being imposed on the Authority by Monroeville Municipality, whereupon;

### **AUTHORIZATION FOR THE SOLICITOR TO CHALLENGE A STORM WATER TAX BEING IMPOSED ON THE AUTHORITY BY THE MUNICIPALITY OF MONROEVILLE**

On a motion by Mr. Vento, seconded by Mr. Fuller, it was resolved by voice vote to authorize the Solicitor to challenge the Storm Water Tax on The Authority, and the same is hereby authorized and approved.

## 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. Bianchi had the following items to submit for approval:

- ♦ As discussed in the earlier workshop meeting, authorization was requested to lift the COVID-19 shut-off moratorium effective March 31, 2021, whereupon;

### **AUTHORIZATION TO LIFT THE COVID-19 SHUT-OFF MORATORIUM EFFECTIVE MARCH 31, 2021**

On a motion by Mr. Vahosky, seconded by Ms. Broz, it was resolved by voice vote, with one (1) nay, to lift the COVID-19 Moratorium effective March 31, 2021, and the same is hereby authorized and approved.

Motion carried: Nine (9) Yea  
One (1) Nay -Rawlins

- ♦ As discussed in the earlier workshop meeting, authorization was requested to approve the COVID-19 Payment Plan offer for delinquent accounts from March 16, 2020, to March 31, 2021. The proposed plan will not replace the current Authority's Rules Booklet-Rule 36 Payment Plans, whereupon;

### **APPROVAL OF THE COVID-19 PAYMENT PLAN OFFER FOR DELINQUENT ACCOUNTS FROM MARCH 16, 2020 TO MARCH 31, 2021. THE PROPOSED PLAN WILL NOT REPLACE THE CURRENT AUTHORITY'S RULES BOOKLET- RULE 36 PAYMENT PLANS**

On a motion by Ms. Broz, seconded by Mr. Gilliland, it was resolved by voice vote, with one (1) nay to approve the COVID-19 Payment Plan for Delinquent Accounts, and the same is hereby authorized and approved.

Motion carried: Nine (9) Yea  
One (1) Nay -Rawlins

- ◆ As discussed in the earlier workshop meeting, authorization was requested for the Executive Director to award Contract #21-002 “Furnishing and Delivering Ductile Iron Pipe and Accessories” to the lowest most responsible bidders, based on final review. Action to be ratified at the March 23, 2021, board meeting, whereupon;

**AUTHORIZATION FOR THE  
EXECUTIVE DIRECTOR TO AWARD  
CONTRACT # 21-002 “FURNISHING  
AND DELIVERING DUCTILE IRON  
PIPE AND ACCESSORIES” TO THE  
LOWEST MOST RESPONSIBLE  
BIDDERS, BASED ON FINAL  
REVIEW. ACTION TO BE RATIFIED  
AT THE MARCH 23, 2021, BOARD  
MEETING**

On a motion by Mr. Fuller, seconded by Ms. Broz, it was resolved by voice vote to award Contract # 21-002 to the lowest most responsible bidder and ratify action at the March 23, 2021, board meeting, and the same is hereby authorized and approved.

- ◆ As discussed in the earlier workshop meeting, authorization was requested for the Executive Director to award Contract #21-001 “Furnishing and Delivering AS-1400PW Anionic Polymer” water treatment chemical to the lowest most responsible bidder. Action to be ratified at the March 23, 2021, board meeting, whereupon;

**AUTHORIZATION FOR THE  
EXECUTIVE DIRECTOR TO AWARD  
CONTRACT #21-001 “FURNISHING  
AND DELIVERING AS-1400PW  
ANIONIC POLYMER” WATER  
TREATMENT CHEMICAL, TO THE  
LOWEST MOST RESPONSIBLE  
BIDDER. ACTION TO BE RATIFIED  
AT THE MARCH 23, 2021, BOARD  
MEETING**

On a motion by Ms. Broz, seconded by Mr. Coles, it was resolved by voice vote to award Contract # 21-001 to the lowest most responsible bidder, and ratify action at the March 23, 2021, board meeting, and the same is hereby authorized and approved.

- ◆ As discussed in the earlier workshop meeting, authorization was requested to extend the “Consent Order and Agreement” dated December 18, 2019, with the PA Department of Environmental Protection, (DEP) permanently closing the existing Alum Feed Tanks. The Authority is requesting an extension from June 30, 2021, to December 31, 2021, whereupon;



**AUTHORIZATION TO EXTEND THE  
“CONSENT ORDER AND  
AGREEMENT” DATED DECEMBER  
18, 2019, WITH THE (DEP)  
PERMANENTLY CLOSING THE  
EXISTING ALUM FEED TANKS. THE  
AUTHORITY IS REQUESTING AN  
EXTENSION FROM JUNE 30, 2021,  
TO DECEMBER 31, 2021**

On a motion by Mrs. Joyce-May, seconded by Mr. Vahosky, it was resolved by voice vote to extend the “Consent Order and Agreement” with the DEP from June 30, 2021, to December 31, 2021, 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 # 21-004 “Fourth Street Water Line Replacement” (Borough of Monroeville). Bid opening scheduled for March 18, 2021. Further, authorize Executive Director to award to the lowest most responsible bidder, and ratify action at the March 23, 2021, board meeting, whereupon;

**AUTHORIZATION TO PREPARE BID  
SPECIFICATIONS AND BID  
CONTRACT # 21-004 “FOURTH  
STREET WATER LINE  
REPLACEMENT” (BOROUGH OF  
MONROEVILLE). BID OPENING  
SCHEDULED FOR MARCH 18, 2021.  
FURTHER, AUTHORIZE  
EXECUTIVE DIRECTOR TO AWARD  
TO THE LOWEST MOST  
RESPONSIBLE BIDDER, AND  
RATIFY ACTION AT THE  
MARCH 23, 2021, BOARD MEETING**

On a motion by Mrs. Joyce-May, seconded by Ms. Broz, it was resolved by voice vote to go out to bid on Contract #21-004. Further, authorize Executive Director to award to the lowest most responsible bidder, and ratify action at the March 23, 2021, board meeting, and the same is hereby authorized and approved.

- ♦ As discussed in the earlier workshop meeting, authorization was requested for the Executive Director to award Contract # 2020-20 “Clugston Avenue Water Line Replacement” (Wilkins Township) and ratify action at the March 23, 2021, board meeting, whereupon;

**AUTHORIZATION FOR THE  
EXECUTIVE DIRECTOR TO AWARD  
CONTRACT # 2020-20 “CLUGSTON  
AVENUE WATER LINE  
REPLACEMENT” WILKINS  
TOWNSHIP, AND RATIFY ACTION  
AT THE MARCH 23, 2021, BOARD  
MEETING**

On a motion by Mr. Vahosky, seconded by Ms. Broz, it was resolved by voice vote to authorize the Executive Director to award Contract #2020-20 to the lowest most responsible bidder, and ratify action at the March 23, 2021, board meeting, and the same is hereby authorized and approved.



Mr. Bianchi gave the following updates regarding Authority day-to-day operations:

The notification of customers of the lifting of the COVID-19 Moratorium is under way. Staffing needs are being considered to handle influx of payment plans.

The Lobby remains closed to the public.

The Distribution crews are still operating under COVID-19 restrictions regarding callouts. However, he anticipates returning to pre-COVID-19 callout scheduling possibly in March or April 2021. The question was raised whether Authority Distribution crew workers might be granted first responders' status in obtaining vaccinations. Mr. Bianchi stated that the request had been made however, there's been no response to date.

Unfinished Business

None

New Business

None

There being no further business to come before the Board, on a motion by Mrs. Joyce-May, seconded by Mr. Vento and unanimously carried, the meeting adjourned at approximately 7:43 p.m.

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Secretary