

Minutes of the Workshop Meeting of the
Board of The Wilkinsburg-Penn Joint Water
Authority held on February 28, 2023, at 6:30
o'clock p.m. at 2200 Robinson Boulevard
Wilkinsburg, PA 15221

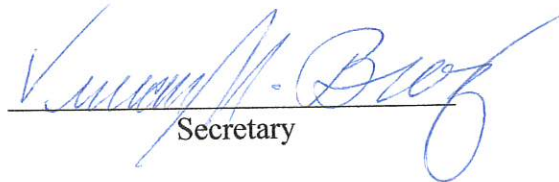
Present:	Fuller	Czekaj	Broz
	Vento	Scolieri	Crombie-Collins
	Williams	Gilliland	Simon
	Vahosky	Rawlins	

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

Absent: McKinley

Although no formal action was taken, the following workshop minutes are presented for the record. The workshop meeting commenced at 6:40 p.m. with Mr. Simon, chair presiding. The Chair 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 on his Management Report which is attached hereto and made a part of these minutes. During his review a motion was made by Mr. Vahosky to enter an Executive Session at approximately 7:08 pm seconded by Mr. Vento with all in favor to discuss certain personnel matters. The Executive Session concluded at approximately 7:41 on motion by Mr. Vahosky seconded by Mr. Vento, whereupon the workshop meeting resumed.

There being no further business to discuss, the workshop session concluded at 7:50 pm. The regular board meeting commenced immediately following at 7:51 pm.


Secretary

Minutes of the Regular Meeting of
the Board of The Wilkinsburg-Penn
Joint Water Authority held on
February 28, 2023, at 7:00 o'clock
p.m. at 2200 Robinson Boulevard,
Wilkinsburg, PA. 15221.

Present:	Fuller	Czekaj	Rawlins
	Vento	Scolieri	Broz
	Williams	Gillilandi	Crombie-Collins
	Vahosky		Simon

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

Absent: McKinley,

The regular meeting commenced at 7:51p.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. Shortly thereafter, Mr. Scolieri exited the regular meeting. The Chair then called for public comments, at which time an emailed comment by Katie Luxenburg was read into the record regarding the Authority implementing daily meter readings to alert customers earlier of high usage consumption to mitigate increased charges. In response it was stated that the Authority is positioning itself to provide that service along with many other advanced efficiencies once all the necessary components are in place. Next Mr. Simon called for the approval of the Annual Reorganization, Workshop and Regular Meeting Minutes of January 24, 2023, whereupon;

**APPROVAL OF THE
JANUARY 24, 2023, ANNUAL
REORGANIZATION, WORKSHOP
AND REGULAR MEETING MINUTES**

On a motion by Mr. Fuller, seconded by Mr. Vahosky, it was resolved by voice vote that the Annual Reorganization, Workshop, and Regular Meeting Minutes of January 24, 2023, be approved as written and the same are hereby approved as written.

BILLS AND COMMUNICATIONS:

- ◆ As discussed in the earlier workshop meeting, authorization was requested to approve Change Order No. 1 on Contract #22-016 "Service Line Verification-Phase 2", *Frank J. Zottola*, for a project increase of \$163,500.00. Change order is for additional quantities needed to perform 100 additional service line verification in Rankin and East Pittsburgh, whereupon;

**APPROVAL OF CHANGE ORDER
NO. 1 ON CONTRACT #22-016
“LEAD SERVICE LINE
VERIFICATIONS-PHASE 2”
FRANK J. ZOTTOLA, FOR A
PROJECT INCREASE OF \$163,500.00.
CHANGE ORDER IS FOR
QUANTITIES NEEDED TO
PERFORM 100 ADDITIONAL
SERVICE LINE VERIFICATIONS IN
RANKIN AND EAST PITTSBURGH**

On a motion by Mrs. Crombie-Collins,
seconded by Mr. Czekaj, it was
resolved by voice vote to approve
Change Order No. 1 on Contract
#22-016 at the amount of
\$163,500.00, 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 January 14, 2023, through February 17, 2023, be ratified in the amount of \$2,631,865.53. 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 28, 2023, whereupon;

**RATIFICATION OF EXPENDITURES
FROM JANUARY 14, 2023,
THROUGH FEBRUARY 17, 2023, IN
THE AMOUNT OF \$2,631,865.53. AND
AUTHORIZATION OF VOUCHER
DISBURSEMENTS THROUGH
MARCH 28, 2023**

On a motion by Mr. Gilliland,
seconded by Ms. Broz, with three (3)
exceptions, and one (1) abstention, it
was resolved by roll call vote that
ratification of expenditures from
January 14, 2023, through
February 17, 2023, in the amount of
\$2,631,865.53 be authorized.
(Electronic transfers have been
included but are not reflective in the
total) Additionally, authorization of
expenditures through
March 28, 2023, are hereby ratified
and authorized.

Abstentions: Gilliland from bills pertaining to *Glenn Engineers*
Czekaj from bills pertaining to *Glenn Engineers*
Simon from bills pertaining to *ms consultants, inc.*
Williams all expenditures

REPORT OF COMMITTEES:

EXECUTIVE COMMITTEE:

No report

FINANCE COMMITTEE:

No report

LABOR COMMITTEE:

No report

POLICY COMMITTEE:

No report

ENGINEERING COMMITTEE:

Absent-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 no further business to discuss but did extend Happy Birthday wishes to Phil Scolieri in his absence.

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 item to submit for approval:

- ♦ As discussed in the earlier workshop meeting, authorization was requested to enter a contract with *Invoice Cloud* for payment processing services. Cost per transaction will be \$2.95. The effective date yet to be determined, whereupon;

AUTHORIZATION TO ENTER A CONTRACT WITH *INVOICE CLOUD* FOR PAYMENT PROCESSING SERVICES AT A COST OF \$2.95 PER TRANSACTION. THE EFFECTIVE DATE YET TO BE DETERMINED

On a motion by Mr. Fuller, seconded by Mr. Czekaj, it was resolved by voice vote to enter a contract with *Invoice Cloud* at a cost of \$2.95 per transaction fee for payment processing services, and the same is hereby authorized and approved.

Unfinished Business

Questions were asked and answered regarding rule book rate changes listed on the *Authority* website; the effective date the drive-thru window hours changed; and the status of the Kunkel Water Loss Report.

New Business

Ms. Rawlins informed the board that board member Derek McKinley had welcomed a new granddaughter today .

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 8:07 p.m.


Secretary