

Minutes of the Regular Meeting of
the Board of The Wilksburg-Penn
Joint Water Authority held on
June 23, 2020, at 7:00 o'clock p.m.
at 2200 Robinson Boulevard,
Wilksburg, PA. 15221.

Present:	Vento	Vahosky	Broz
	Fuller	Czekaj	Crombie-Collins
	Coles	Gilliland	Simon

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

Absent: Joyce-May, Scolieri, Rawlins, Sorce

The Regular Meeting held via audio conference call commenced at 7:00 pm 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 upon which the following individuals addressed the board with their concerns: *Madeline Weiss*, of "Our Water Campaign" asked if the Policy Committee or the Board had an opportunity to review her organization's recommendations. She continued by emphasizing the importance of extending the moratorium until other affordability programs could be implemented. She expressed her hope of ongoing affordability programs to help customers with difficulty paying their bills. She offered her assistance to facilitate conversations between *The Authority* and experts on said programs. *Heather McClain*, of "Our Water Campaign" asked for clarification regarding the past due amount stipulations for entering a payment plan once the moratorium ends. She asked if the Policy Committee had convened and or considered including customer involvement when making policy changes related to transitioning out the moratorium. She also offered to provide individuals for consideration. Upon conclusion of the public comment period Mr. Simon called for the approval of the Workshop and Regular Meeting Minutes of May 26, 2020, at which time an amendment was requested to acknowledge discussion entertained regarding ratification of expenditures on page six (6) and on page (7) an acknowledgement of questions/comments pertinent to Unfinished Business by Ms. Rawlins and New Business by Mrs. Crombie-Collins, whereupon;

**APPROVAL OF THE WORKSHOP
AND AMENDED REGULAR
MEETING MINUTES OF
MAY 26, 2020**

On a motion by Mr. Vento, seconded by Mr. Fuller, it was resolved by voice vote that the Workshop and amended Regular meeting minutes of May 26, 2020, be approved as amended and the same are hereby approved as amended.

Mr. Bianchi asked for a motion to amend page (6) of the Regular Meeting Minutes of February 25, 2020, to reflect two (2) abstentions (Mr. Czekaj and Mr. Gilliland) from expenditures related to Contract 2020-06, whereupon;

**APPROVAL OF AMENDED
REGULAR MEETING MINUTES OF
FEBRUARY 25, 2020**

On a motion by Ms. Broz, seconded by Mr. Vahosky, it was resolved by voice vote that the amended Regular Meeting minutes of February 25, 2020, be approved as amended and the same are hereby approved as amended.

BILLS AND COMMUNICATIONS:

- ◆ As discussed in the earlier workshop meeting, authorization was requested to approve Change Order No.1 Contract #19-017 "Corey Avenue Waterline Replacement" (Braddock Borough), in the amount of \$38,845.00. Action is an extension of 288 lineal feet of mainline onto First Street. Change Order will be 100% funded through *The Authority's* 2020 Capital Improvement Program, whereupon;

**APPROVAL OF CHANGE ORDER
NO. 1 CONTRACT #19-017 "COREY
AVENUE WATERLINE
REPLACEMENT" (BRADDOCK
BOROUGH), IN THE AMOUNT OF
\$38,845.00. ACTION IS AN
EXTENSION OF 288 LINEAL FEET
OF MAINLINE ONTO FIRST
STREET. CHANGE ORDER WILL BE
100% FUNDED THROUGH *THE
AUTHORITY'S* 2020 CAPITAL
IMPROVEMENT PROGRAM**

On a motion by Mr. Fuller, seconded by Mr. Vento with two (2) abstentions, it was resolved by voice vote to approve Change Order No. 1 on Contract #19-017 in the amount of \$38,845.00, and the same are hereby authorized and approved.

Abstentions: Mr. Czekaj and Mr. Gilliland

- ◆ As discussed in the earlier workshop meeting, authorization was requested to approve Change Order No.2 Contract #2020-01 “Sandblasting and Painting of Lougeay Road Tank” (Municipality of Penn Hills). Change Order will increase project cost by \$2,420.00. Additional cost for welding steel plate on top of the tank, said Change Order being approved by Mackin Engineering, whereupon;

**APPROVAL OF CHANGE ORDER
NO.2 CONTRACT #2020-01
“SANDBLASTING AND PAINTING
OF LOUGEAY ROAD TANK”
(MUNICIPALITY OF PENN HILLS).
CHANGE ORDER WILL INCREASE
PROJECT COST BY \$2,420.00.
ADDITIONAL COST FOR WELDING
STEEL PLATE ON TOP OF THE
TANK, SAID CHANGE ORDER
BEING APPROVED BY MACKIN
ENGINEERING**

On a motion by Mr. Vahosky,
seconded by Mr. Vento, it was
resolved by voice vote to approve
Change Order No. 2 on Contract
#2020-01 in the amount of \$2,420.00,
and the same are hereby authorized
and approved.

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 May 16, 2020, through June 12, 2020, be ratified in the amount of \$1,247,077.52. 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 July 28, 2020, or August 11, 2020, whereupon;

**RATIFICATION OF EXPENDITURES
FROM MAY 16, 2020, THROUGH
JUNE 12, 2020, IN THE AMOUNT OF
\$1,247,077.52 AND AUTHORIZATION
OF VOUCHER DISBURSEMENTS
THROUGH JULY 28, 2020 OR
AUGUST 11, 2020**

On a motion by Mr. Fuller, seconded by Ms. Broz, with one (1) nay, it was resolved by voice vote that ratification of expenditures from May 16, 2020, through June 12, 2020, in the amount of \$1,247,077.52 be authorized. (Electronic transfers have been included but are not reflective in the total) Additionally, Authorization of expenditures through July 28, 2020, or August 11, 2020, are hereby ratified and authorized.

Motion carried: Eight (Yea), One (Nay) - Crombie-Collins

REPORT OF COMMITTEES:

EXECUTIVE COMMITTEE:

No report

FINANCE COMMITTEE

No report

LABOR RELATIONS COMMITTEE:

Mr. Vahosky stated that a Labor Committee meeting with the Union has been scheduled for July 9, 2020, to discuss grievances.

POLICY COMMITTEE:

Mr. Bianchi reported on behalf of Mr. Vento, Policy Committee Chairperson. He stated that the management team has met and begun looking at affordable options to assist customers in making payments and fulfilling payment arrangement obligations. The proposed recommendations were submitted to the Policy Committee who unanimously approved submitting said proposals for full board approval. Management proposed the following affordability measures be implemented in *The Authority* Payment Plan Rule 36, for a duration of time to be determined. The revisions while temporary, will eliminate the 50% required deposit amount, extend the payment arrangement time period up to 3 months depending on amount owed, and waive all delinquency fees. The duration of the proposed changes shall be established pending the Governors declaration of emergency extension of the Moratorium. Mr. Bianchi requested a motion be put forth to accept the Policy Committees recommendations pertaining to the aforementioned changes to *The Authority* Payment Plan Rule 36, whereupon;

**APPROVAL OF THE POLICY
COMMITTEES
RECOMMENDATIONS REGARDING
THE AFOREMENTIONED CHANGES
TO *THE AUTHORITY* PAYMENT
PLAN RULE # 36,**

On a motion by Mr. Vento, seconded by Mr. Fuller, it was resolved by voice vote to approve the Policy Committee's recommendations regarding the aforementioned changes to *The Authority* Payment Plan Rule # 36, and the same are hereby authorized and approved.

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 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. Bianchi had the following items to submit for approval.

- ♦ As discussed in the earlier workshop meeting, authorization was requested to reschedule the July and August Board of Director's Meeting. The proposed reschedule date is August 11, 2020, whereupon;

**AUTHORIZATION TO
RESCHEDULE THE JULY AND
AUGUST BOARD OF DIRECTOR'S
MEETING. THE PROPOSED
RESCHEDULE DATE IS
AUGUST 11, 2020.**

On a motion by Ms. Broz, seconded by Mr. Vento, with one (1) nay, it was resolved by voice vote to reschedule the July & August Board of Director's Meeting to August 11, 2020, and the same are hereby authorized and approved.

Motion carried: Eight (Yea), One (Nay) - Crombie-Collins

- ◆ As discussed in the earlier workshop meeting, authorization was requested to prepare Specifications and advertise Contract # 2020-08 “Wall Avenue Mainline Replacement” (Borough of Pitcairn). Project is Allegheny County Community Development Block Grant (CDBG) funded at 65% of the eligible project cost, whereupon;

AUTHORIZATION TO PREPARE SPECIFICATIONS AND ADVERTISE CONTRACT # 2020-08 “WALL AVENUE MAINLINE REPLACEMENT” (BOROUGH OF PITCAIRN). PROJECT IS ALLEGHENY COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDED AT 65% OF THE ELIGIBLE PROJECT COST

On a motion by Mr. Fuller, seconded by Mr. Czekaj, it was resolved by voice vote to go out to bid on Contract 2020-08, and the same are hereby authorized and approved.

- ◆ As discussed in the earlier workshop meeting, authorization was requested to prepare Specifications and advertise Contract # 2020-10 “Clugston Avenue Mainline Replacement” (Wilkins Township). Project is Allegheny County Community Development Block Grant (CDBG) funded at 65% of the eligible project cost, whereupon;

AUTHORIZATION PREPARE SPECIFICATIONS AND ADVERTISE CONTRACT # 2020-10 “CLUGSTON AVENUE MAINLINE REPLACEMENT” (WILKINS TOWNSHIP). PROJECT IS ALLEGHENY COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDED AT 65% OF THE ELIGIBLE PROJECT COST

On a motion by Mrs. Crombie-Collins, seconded by Ms. Broz, it was resolved by voice vote to go out to bid on Contract # 2020-10, and the same are hereby authorized and approved.

- ◆ As discussed in the earlier workshop meeting, authorization was requested to prepare Specifications and advertise Contract # 2020-09 “Middle Avenue Mainline Replacement” (Borough of Wilmerding). Project is Allegheny County Community Development Block Grant (CDBG) funded at 65% of the eligible project cost, whereupon;

AUTHORIZATION TO PREPARE SPECIFICATIONS AND ADVERTISE CONTRACT # 2020-09 "MIDDLE AVENUE MAINLINE REPLACEMENT" (BOROUGH OF WILMERDING). PROJECT IS ALLEGHENY COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDED AT 65% OF THE ELIGIBLE PROJECT COST

On a motion by Mr. Vahosky, seconded by Ms. Broz, with two (2) abstentions, it was resolved by voice vote to go out to bid on Contract # 2020-09, and the same are hereby authorized and approved.

Abstentions: Czekaj, Gilliland

- ◆ As discussed in the earlier workshop meeting, authorization was requested to prepare Specifications and advertise Contract # 2020-11 "Airbrake Avenue Mainline Replacement" (Borough of Wilmerding). Project is included in *The Authority's* Capital Budget, whereupon;

AUTHORIZATION WAS REQUESTED TO PREPARE SPECIFICATIONS AND ADVERTISE CONTRACT # 2020-11 "AIRBRAKE AVENUE MAINLINE REPLACEMENT" (BOROUGH OF WILMERDING). PROJECT IS INCLUDED IN *THE AUTHORITY'S* CAPITAL BUDGET

On a motion by Mr. Vahosky, seconded by Ms. Broz, with two (2) abstentions, it was resolved by voice vote to go out to bid on Contract # 2020-11, and the same are hereby authorized and approved.

Abstentions: Czekaj, Gilliland

- ◆ As discussed in the earlier workshop meeting, authorization was requested to prepare Specifications and advertise Contract # 2020-12 "Cascade Road Mainline Replacement" (Borough of Forest Hills). Project is included in *The Authority's* 2020 Capital Budget, whereupon;

AUTHORIZATION WAS REQUESTED TO PREPARE SPECIFICATIONS AND ADVERTISE CONTRACT # 2020-12 "CASCADE ROAD MAINLINE REPLACEMENT" (BOROUGH OF FOREST HILLS). PROJECT IS INCLUDED IN *THE AUTHORITY'S* 2020 CAPITAL BUDGET,

On a motion by Ms. Broz, seconded by Mrs. Crombie-Collins, with two (2) abstentions, it was resolved by voice vote to go out to bid on Contract#2020-12, and the same are hereby authorized and approved.

Abstentions: Czekaj, Gilliland

Unfinished Business

The following questions were presented to the Executive Director: If Board meetings will continue to be held remotely; if consideration is being given to mailing customer bills in envelopes; the status of the *Kunkel Water Loss Report's* recommended initiatives and the impact the Pandemic has had on their implementation. Lastly, if management had discussed or given any feedback regarding the various customer service-related comments submitted during public comment period. In turn, Mr. Bianchi responded to each question.

New Business

None

There being no further business to come before the Board, on a motion by Mr. Fuller, seconded by Mr. Vento and unanimously carried, the meeting adjourned at 7:48 p.m.

Secretary

WILKINSBURG-PENN JOINT WATER AUTHORITY
REPORT OF MANAGEMENT

August 11, 2020

- Ratify action of the Executive Director approving an interim engineering plan with MS Consultants for the completion of crucial projects as identified. Said agreement has been reviewed and approved by the Authority's Engineering Committee. In your packet is a copy of said agreement.
- The Authority's Water Revenue Bonds, Series 2020 was offered for market on July 22, 2020. The bond issue was well received and oversubscribed. The closing is scheduled for August 20, 2020. Enclosed, in your packet is the Bond Proposal Summary. Further, authorize the appropriate officers to sign all related documents.
- Included in your packet is a budget to actual comparison through June 30, 2020. Please note the variance in the penalty income of \$220,028.48. This amount is the actual revenue loss relating to the shut-off moratorium.
- Authorization to prepare specification and bid Contract 2020-13, Mainline Replacement, Hawkins Avenue in the Borough of North Braddock. Project is CDBG funded at 65% of the eligible project cost.
- Requesting approval of Change Orders # 3, Contract 2020-001, Sandblasting and Painting Lougeay Tank, in the Municipality of Penn Hills. Change order will increase project cost by \$32,440.00. Additional cost for sandblasting and painting an additional 3300 square feet.
- Requesting authorization to submit first and final reimbursement request, to PA Commonwealth Financing Authority, for Contract 2020-003, Mixing System, Reservoir 2A and 2B in the Borough of Braddock Hills. Request amount is \$193,307.00.
- Enclosed in your monthly packet is the Collective Bargaining Agreement with the U.W.U.A., A.F.L.-C.I.O. Local 191, Contract term is January 1, 2019-December 31, 2021
- There have been a total of 93 breaks since our meeting in June.

WILKINSBURG PENN JOINT WATER AUTHORITY
AUGUST 11, 2020

ms consultants – MONTHLY ENGINEER’S REPORT

KENMAWR BRIDGE REPLACEMENT (RANKIN BOROUGH)

An issue developed during temporary road work. Temporary plan calls for raising road in Rankin 18” which was never passed along to Authority. The backfilling will affect the fire hydrant on the corner of Kenmawr Avenue and Jackson Street. A plan to have the contractor box out the hydrant until new water line is installed was developed and implemented.

CONE VALVE REPLACEMENTS (NADINE PUMP STATION)

Final field measurements taken by contractor and supplier. Delivery expected in next 30 days but waiting on a firm delivery date.

NEW METER PIT AT WATER TREATMENT PLANT

Contractor hot tapped water line second week of July. Pipe was found to be prestressed concrete cylinder pipe. Tapping identified 3” concrete lining for pipe resulting in 48” inside diameter. All measurements for flow meter were obtained and meter is expected to arrive by middle of August.

We are reviewing change order requests from contractor. As discussed during construction, contractor experienced numerous unforeseen conditions during construction including, different type of pipe, excessive ground water, mandated halt to construction, and requests for additional excavation to locate potential leaks. We may have a recommendation for change order by meeting.

FRANKLIN AVENUE WATER LINE REPLACEMENT (WILKINSBURG)

Project complete and street paved. We are attempting to finalize final cost estimate with contractor. Final payment should be recommended this month.

FOURTH AVENUE WATER LINE REPLACEMENT (RANKIN)

Contractor re-started work on July 22nd. Water line installed in March was filled, disinfected, pressure tested, and flushed. All tests passed. On Monday, July 27th, contractor began service connections for the portion of the water line tested. Contractor expected to complete service work, complete first two permanent tie-ins, and pave trench during week of August 3rd. Remaining water line work to begin August 10th and all work should be completed by early September.

THIRD AVENUE WATER LINE REPLACEMENT (RANKIN)

Contractor completing a project for PWSA that has been extended. Contractor expected to start work second half of August or early September. Due to proximity with Fourth Avenue work, the delay in starting work should eliminate simultaneous work.

RAMSEY STORAGE BUILDING

Building manufacturer refuses to change building requirements for unoccupied building. ms consultants reviewing building information to determine options. If options cannot be developed in next two weeks, re-installing previous type of structure will be pursued so that stone can be protected prior to winter.

LOUGEAY ROAD TANK PAINTING.

The contractor completed all work by first week of July and final inspection was performed. Authority staff submitted request to DEP to approve use of tank and the tank is back in service. We are recommending holding of small sum of money (\$4,000) for restoration work related to grass. Contractor has indicated they have landscaping contractor that will water grass for first several weeks. Once grass grows, final payment will occur.

The contractor has submitted Change Order No. 3 for the project for approval. Change Order No. 3 is for surface restoration of areas beginning to corrode in the enclosed area of the tank. The project required the sandblasting and painting of the outside of the tank and cladding and the inside of the tank holding the water. The inside of the cladding was not included. During construction, it was decided to address the 3,000 sf of area at this time. The contractor provided a price of over \$134,000 for the entire inside of the tank and \$32,440 for the identified 3,000 sf. Since the inside is not visible and discoloration is not an issue, it was decided to proceed with only the 3,000 sf. We are recommending approval. CO#1 was for \$9,840 for weir box replacement at top of tank and CO#2 was for \$2,420 for welding a plate over a hole. Total change orders for project \$44,700 or 4.5%.

MIXING SYSTEM FOR TANKS 2A/2B AND LOUGEAY

Contractor installed all equipment in Braddock Hills tanks in the middle of June. Control panels were to arrive and be installed before end of June but were delayed and will not arrive until mid-August. Contractor to install as soon as they arrive. Contractor was paid for installation of equipment and grant reimbursement request will be submitted this week for approximately \$190,000.

Equipment for Lougeay on site. Contractor to install once control panels arrive. Work expected to be completed by end of August.

ALUM STORAGE TANKS AT WATER TREATMENT PLANT

Project being reviewed and prepared for bidding.