

Minutes of the Workshop Meeting of the Board
of The Wilkinsburg-Penn Joint Water Authority
held on March 26, 2024, at 6:30 o'clock pm at
2200 Robinson Boulevard Wilkinsburg, PA
15221

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

Others: Komandt, Bianchi, Akam, Balewski, Alexander, and Carroll

Although no formal action was taken, the following workshop minutes are presented for the record. The workshop meeting commenced at 6:30 pm 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 in his Management Report which is attached hereto and made part of these minutes.

There being no further business to discuss, the workshop session concluded at 7:12 pm. The regular board meeting commenced at 7:13 pm.


Secretary

Minutes of the Regular Meeting of the Board of The Wilkinsburg-Penn Joint Water Authority held on March 26, 2024, at 7:00 o'clock pm at 2200 Robinson Boulevard, Wilkinsburg, PA 15221

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

Others: Komandt, Bianchi, Akam, Balewski, Alexander, and Carroll

The regular meeting commenced at 7:13 pm with Mr. Simon, chair, presiding, and Mrs. Carroll 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, at which time Arthur Outen stepped up to the podium making the Board aware of damage done to his property due to a water main break at 1213 Robina Dr, Penn Hills. Next Francine Greer, also residing at 1213 Robina Dr, Penn Hills, addressed the Board. Ms. Greer states her property damage claim was denied with the insurance company and is requesting that the Board of Directors shows empathy and appeals against her claim on her behalf. Kevin Cooper took the stand to also address The Board regarding 1213 Robina Dr, Penn Hills pleading with the Board to reassess the situation and help with the damage costs. Next Mr. Simon called for the approval of the Workshop and Regular Minutes of February 27, 2024, whereupon;

APPROVAL OF THE FEBRUARY 27, 2024, WORKSHOP AND REGULAR MEETING MINUTES, AFTER CORRECTION MADE ON PG. 6 FOR PITCAIRN PUMP STATION MINUTES SHOWED \$48,808.00 CORRECTED TO \$43,808.00

On a motion by Mrs. Crombie, seconded by Ms. Broz, it was resolved by voice vote that the February 27, 2024, Workshop and Regular Meeting Minutes with correction 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 award Contract# 24-002 "Ductile Iron Pipe and Accessories" based on attached matrix. The three (3) bidders for the contract each receiving items within the contract whereupon;

**AUTHORIZATION TO AWARD
CONTRACT# 24-002 "DUCTILE IRON
PIPE AND ACCESSORIES" TO THREE
(3) BIDDERS BASED ON MATRIX**

On a motion by Mr. Fuller, seconded by Mr. Gilliland, it was resolved by voice vote to award Contract #24-002 to three (3) bidders each receiving items within the contract and the same are hereby approved as written.

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 February 17, 2024, through March 15, 2024, be ratified in the amount of \$3,063,821.05. 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 April 23, 2024, whereupon;

**RATIFICATION OF EXPENDITURES
FROM FEBRUARY 27, 2024, THROUGH
MARCH 15, 2024, IN THE AMOUNT OF
\$3,063,821.05 AND AUTHORIZATION OF
VOUCHER DISBURSEMENTS
THROUGH APRIL 23, 2024**

On a motion by Mr. Gilliland, seconded by Mr. Vahosky, with three (3) abstentions, it was resolved by roll call vote that ratification of expenditures from February 27, 2024, through March 15, 2024, in the amount of \$3,063,821.05 be authorized. (Electronic transfers have been included but are not reflective in the total) Additionally, authorization of expenditures through April 23, 2024, are hereby ratified and authorized.

Abstentions: Williams from bills pertaining to *ms consultants*
Czekaj 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 COMMITTEE:

Mr. Vahosky discussed issues in which the grievance committee met on March 14, 2024, regarding grievance# 448, which was a management issue, and grievance# 449. An agreement was reached on March 20, 2024.

POLICY COMMITTEE:
No Report

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 no further business to discuss but did extend a Happy Easter to everyone.

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 to prepare a request for proposal for legal work for the Management and Union Pension Plans whereupon;

**AUTHORIZATION TO PREPARE A
REQUEST FOR PROPOSAL FOR
LEGAL WORK FOR THE
MANAGEMENT AND UNION PENSION
PLANS**

On a motion by Mrs. Crombie, seconded by Ms. Broz, it was resolved by voice vote to authorize the request to prepare a proposal for legal work for both the management and union pension plans, and the same is hereby authorized and approved.



As discussed in the earlier workshop meeting, authorization was requested to prepare specifications and bid Contract# 24-005 "Dalgate Rd Waterline Replacement Project" in Swissvale. Project is approximately 1,000 feet of waterline, whereupon;

AUTHORIZATION TO PREPARE SPECIFICATIONS AND BID CONTRACT # 24-005 "DALGATE RD WATERLINE REPLACEMENT PROJECT", SWISSVALE. PROJECT IS APPROX. 1,0000 FT OF WATERLINE

On a motion by Mr. Fuller, seconded by Mr. Williams, it was resolved by voice vote to give authorization to prepare specifications and bid Contract # 24-005 "Dalgate Rd Waterline Replacement Project", and the same is hereby authorized and approved.



As discussed in the earlier workshop meeting, authorization was requested to extend the current contract with *Zelenkofske Axelrod LLC* for an additional three (3) year period at the rate of \$15,840.00 for 2023, \$16,150.00 for 2024 and \$16,470.00 for 2025. This increase is only \$215.00 in 2023 from 2022 rate. This does not include cost of single audit (\$4,000.00 per year) that is now required due to the funding we are receiving from PENNVEST for the lead service line replacement program, whereupon;

AUTHORIZATION TO EXTEND THE CURRENT CONTRACT WITH *ZELENKOFSKE AXELROD LLC* FOR AN ADDITIONAL THREE (3) YEAR PERIOD AT THE RATE OF \$15,840.00 FOR 2023, \$16,150.00 FOR 2024 AND \$16,470.00 FOR 2025

On a motion by Ms. Broz, and seconded by Ms. Rawlins, it was resolved by voice vote to give authorization to extend the current contract with *Zelenkofske and Axelrod LLC* for an additional three (3) year period at the rate of \$15,840.00 for 2023, \$16,150.00 for 2024 and \$16,470.00 for 2025, and the same is hereby authorized and approved.



As discussed in the earlier workshop meeting, approval of agreement with *RfDC* and *RAAC* for furnishing water at a reduced rate for a period of two (2) years for flushing purposes. At the end of two (2) years, the charge for water will revert to regular Authority rates used for water customers. Agreement also stipulates what improvements *RfDC* can make to the waterlines that are currently in place, whereupon;

APPROVAL OF AGREEMENT WITH RIDC AND RAAC FOR FURNISHING WATER AT A REDUCED RATE FOR A PERIOD OF TWO (2) YEARS FOR FLUSHING PURPOSES. AT THE END OF TWO (2) YEARS, THE CHARGE FOR WATER WILL REVERT TO REGULAR AUTHORITY RATES USED FOR WATER CUSTOMERS

On a motion by Mr. Czekaj, seconded by Mr. Scolieri, it was resolved by voice vote to approve the agreement with *RIDC* and *RAAC* for furnishing water at a reduced rate for two (2) years for flushing purposes. At the end of two (2) years the charge for water will revert to regular Authority rates for water customers, and the same is hereby authorized and approved.



As discussed in the earlier workshop meeting, authorization was requested to enter into an agreement with *Kunkle Water Efficiency Consulting* to update the Water Loss Study completed in 2019. Part of the project cost is training the managers who will be participating in the process on the new water loss audit spreadsheets and reporting requirements, whereupon;

AUTHORIZATION TO ENTER INTO AN AGREEMENT WITH KUNKLE WATER EFFICIENCY CONSULTING TO UPDATE THE WATER LOSS STUDY COMPLETED IN 2019. PART OF THE PROJECT COST IS TRAINING THE MANAGERS WHO WILL BE PARTICIPATING IN THE PROCESS

On a motion by Mr. Gilliland, seconded by Mr. Vahosky, it was resolved by voice vote to grant authorization to enter into an agreement with *Kunkle Water Efficiency Consulting* to update the Water Loss Study completed in 2019, and the same is hereby authorized and approved.



As discussed in the earlier workshop meeting, authorization was requested to hire summer employees for the period of May through September 2024, whereupon;

AUTHORIZATION TO HIRE SUMMER EMPLOYEES FOR THE PERIOD OF MAY THROUGH SEPTEMBER 2024

On a motion by Mr. Vahosky, seconded by Mr. Williams, it was resolved by voice vote to grant authorization to hire summer employees for the period of May through September 2024, and the same is hereby authorized and

approved.

Unfinished Business

None

New Business

Doug Komandt announced his retirement, effective end of February 2025, his last day being the end of May 2024.

There being no further business to come before the Board, on a motion by Mr. Vahosky, seconded by Mr. Czekaj, and unanimously carried, the meeting adjourned at 7:31 pm.


Secretary