

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

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

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

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, chairperson presiding. The Chairperson, 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. Following, Mr. Bianchi reviewed the items on his Management Report with questions asked and answered. The report is made a part of these minutes.

There being no further business to discuss, the workshop session concluded at 6:55 p.m.

The regular board meeting commenced at 7:10 pm.

  
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Asst. Secretary

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

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

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

The regular meeting commenced at 7:10 p.m. with Mr. Simon, chairperson 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 Chairperson then called for public comments upon which the following individuals addressed the board with their concerns: **Brenda Smith**, *Our Water Campaign founding member, and Director of Upstream Pittsburgh*, recommended the creation of a structure permitting community input regarding the Lead Line Replacement Program and low-income customer assistance programs. She recommended two (2) community engagement committees be established to give input toward providing quality service to customers. She gave examples of how those committees could be comprised. She acknowledged the working relationship established thus far with the Authority and advocated for furthering that in the future. **Caitlin Schroering**, *Our Water Campaign*, advocated for safe and affordable water availability. Advocated for customer assistance program for low-income customers and community engagement. Lastly, advocated for a permanent winter water shut-off moratorium. **Anna Coleman**, an environmental justice organizer for *Pittsburgh United*, commented regarding community input, community discontent, additional options to attend the board meetings on zoom, and a myriad of recommendations regarding partial lead line replacements and the Lead Line Replacement Program in general. **Tom Hoffman**, retired from *Clean Water Action/Sierra Club*, and worked with the *Our Water Campaign*. He stated his experience with PWSA recommending them as a model of the benefits of community involvement as they turned their Authority around. Upon conclusion of the public comment period, Mr. Simon called for the approval of the Workshop and Regular Meeting Minutes of October 26, 2021, whereupon;

**APPROVAL OF THE WORKSHOP  
AND REGULAR MEETING MINUTES  
OF OCTOBER 26, 2021**

On a motion by Mr. Fuller, seconded by Mrs. Crombie-Collins, it was resolved by voice vote, that the workshop and regular meeting minutes of October 26, 2021, be approved as written and the same are hereby approved as written.

**BILLS AND COMMUNICATIONS:**

In response to published advertisement for Contract #21-020 "Furnishing and Delivering Water Treatment Chemicals" multiple vendors participated in a Reverse Auction conducted by *eBridge*. Bids were submitted and video cast live at 11:00 am Thursday November 10, 2021. Bid Tabulations are filed in the Administrative Office at 2200 Robinson Boulevard, Wilkinsburg, Pennsylvania 15221.

- ◆ As discussed in the earlier workshop meeting, authorization was requested to ratify the award for Contract #21-020 "Furnishing and Delivering Water Treatment Chemicals" to the lowest most responsible Bidders, at amounts stated on the Bid Tab, whereupon;

**AUTHORIZATION TO RATIFY THE  
AWARD OF CONTRACT #21-020  
"FURNISHING AND DELIVERING  
WATER TREATMENT CHEMICALS"  
TO THE LOWEST MOST  
RESPONSIBLE BIDDERS, AT  
AMOUNTS STATED ON THE BID  
TAB.**

On a motion by Ms. Broz, seconded by Mr. Scolieri, it was resolved by voice vote to ratify the award of Contract #21-020 at the amounts stated on the enclosed Bid Tab, and the same are hereby ratified and approved.

In response to published advertisement for Contract #21-019 "Lead Service Line Replacements" Six (6) Vendors picked up with all returning. Sealed Bids were opened and read at 11:00 am Tuesday, November 16, 2021, with Bid Tabulations filed in the Administrative Office at 2200 Robinson Boulevard, Wilkinsburg, Pennsylvania 15221.

- ◆ As discussed in the earlier workshop meeting, authorization was requested to award Contract #21-019 "Lead Service Line Replacements" to *M O'Herron Company*, in the amount of \$3,547,125.00; and *Jet Jack Inc.*, in the amount of \$3,913,000.00, the lowest most responsible bidders. Bid opening was November 16, 2021, whereupon;



**APPROVAL OF AWARD OF  
CONTRACT #21-019 “LEAD  
SERVICE LINE REPLACEMENTS”  
TO M. O’HERRON CO., IN THE  
AMOUNT OF \$3,547,125.00 AND JET  
JACK INC., IN THE AMOUNT OF  
\$3,913,000.00, THE LOWEST MOST  
RESPONSIBLE BIDDERS.**

On a motion by Mr. Vahosky, seconded by Mrs. Joyce-May, it was resolved by roll call vote, with one (1) abstention, to award Contract #21-019 at the amounts of \$3,547,125.00 & \$3,913,000.00 respectively to *M. O’Herron* and *Jet Jack Inc.*, and the same are hereby authorized and approved.

Abstention: Simon

- ◆ As discussed in the earlier workshop meeting, authorization was requested to approve Change Order #1 on Contract #2020-21 “Wall Avenue Mainline Replacement” (Pitcairn) for an increase of \$2,502.00. Increase due to final project reconciliation, whereupon;

**AUTHORIZATION TO APPROVE  
CHANGE ORDER #1 ON CONTRACT  
#2020-21 “WALL AVENUE  
MAINLINE REPLACEMENT”  
(PITCAIRN) FOR AN INCREASE OF  
\$2,502.00. INCREASE DUE TO FINAL  
PROJECT RECONCILIATION**

On a motion by Ms. Broz, seconded by Mr. Coles, it was resolved by roll call vote to approve Change Order #1 on Contract # 2020-21 for a project cost increase amount of \$2,502.00, and the same are hereby authorized and approved.

In response to published advertisement for Contract #21-021 “Janitorial Services” Two (2) Vendors picked up with all returning. Sealed Bids were opened and read at 10:00 am Monday, November 15, 2021, with Bid Tabulations filed in the Administrative Office at 2200 Robinson Boulevard, Wilkinsburg, Pennsylvania 15221.

- ◆ As discussed in the earlier workshop meeting, authorization was requested to award Contract #21-021 “Janitorial Services” to *Signature Building Services*, the lowest most responsible bidder, in the amount of \$1,230.00 per month. Contract is for one (1) year with renewal options for Year two (2) and three (3), whereupon;

**AUTHORIZATION TO AWARD  
CONTRACT #21-021 "JANITORIAL  
SERVICES" TO SIGNATURE  
BUILDING SERVICES, THE LOWEST  
MOST RESPONSIBLE BIDDER, IN  
THE AMOUNT OF \$1,230.00 PER  
MONTH. CONTRACT FOR ONE  
YEAR WITH TWO RENEWAL  
OPTIONS**

On a motion by Mr. Vahosky, seconded by Mr. Czekaj, it was resolved by voice vote, to award Contract #21-021 at the amount of \$1,230.00 per month with two (2) renewal option years, 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 October 16, 2021, through November 12, 2021, be ratified in the amount of \$1,656,729.25. 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 January 22, 2022, whereupon;

**RATIFICATION OF EXPENDITURES  
FROM OCTOBER 16, 2021, THROUGH  
NOVEMBER 12, 2021, IN THE AMOUNT  
OF \$1,656,729.25 AND AUTHORIZATION  
OF VOUCHER DISBURSEMENTS  
THROUGH JANUARY 22, 2022**

On a motion by Mr. Fuller, seconded by Ms. Broz, it was resolved by roll call vote with three (3) exceptions, that ratification of expenditures from October 16, 2021, through November 12, 2021, in the amount of \$1,656,729.25 be authorized. (Electronic transfers have been included but are not reflective in the total) Additionally, authorization of expenditures through January 22, 2022, are hereby ratified and authorized.

Abstentions: Czekaj from bills pertaining to *Glenn Engineers*  
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:**

Mr. Bianchi apprised the board that there is now a fully executed Contract with Local 191. Effective January 1, 2022, there will be a 3% increase to each employee as well as a commitment on the part of the board to begin negotiations in February 2022 for subsequent years.

### **POLICY COMMITTEE:**

Mr. Bianchi apprised the board of his intention to schedule a meeting with the Committee in December before submitting any proposed policy changes. At the request of one of the committee members he will present those proposals instead at the January 2022 board meeting.

### **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 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 submitted the following items for approval.

- ◆ As discussed in the earlier workshop meeting, authorization was requested to approve the 2022 Operating Budget in the amount of \$31,217,100.00 and the Capital Improvement Budget in the amount of \$15,492,750.00. The recommended action will require a three (3) percent increase in the Authority's residential and commercial water rate, whereupon;

**AUTHORIZATION TO APPROVE  
THE 2022 OPERATING BUDGET IN  
THE AMOUNT OF \$31,217,100.00 AND  
THE CAPITAL IMPROVEMENT  
BUDGET IN THE AMOUNT OF  
\$15,492,750.00. THE RECOMMENDED  
ACTION WILL REQUIRE A THREE  
(3) PERCENT INCREASE IN THE  
AUTHORITY'S RESIDENTIAL AND  
COMMERCIAL WATER RATE**

On a motion by Mr. Fuller, seconded by Ms. Broz, it was resolved by roll call vote to approve the Operating Budget amount of \$31,217,100.00 and the Capital Improvement Budget amount of \$15,492,750.00, and the same are hereby authorized and approved.

- ◆ As discussed in the earlier workshop meeting, authorization was requested to enact a three (3) percent increase on the *bulk water sale* rate to the *Braddock Water Authority* effective January 1, 2022, whereupon;

**AUTHORIZATION FOR TO ENACT  
A THREE (3) PERCENT INCREASE  
ON THE BULK WATER SALE RATE  
TO THE *BRADDOCK WATER  
AUTHORITY* EFFECTIVE  
JANUARY 1, 2022**

On a motion by Mr. Vahosky, seconded by Ms. Broz, with one (1) abstention, it was resolved by roll call vote to approve the three (3) % increase on the bulk water sale rate to *Braddock Water Authority* effective January 1, 2022, and the same are hereby authorized and approved.

Abstention: Gilliland

- ◆ As discussed in the earlier workshop meeting, authorization was requested to increase managements base salary by three (3) percent effective January 1, 2022, whereupon;

**AUTHORIZATION TO INCREASE  
MANAGEMENTS BASE SALARY BY  
THREE (3) PERCENT EFFECTIVE  
JANUARY 1, 2022**

On a motion by Mr. Gilliland, seconded by Mr. Czekaj, it was resolved by voice vote to increase managements base salary by three (3) percent effective January 1, 2022, and the same are hereby authorized and approved.

- ◆ As discussed in the earlier workshop meeting, authorization was requested to hold a Special Meeting of the Board on December 8, 2022, at 6:30 pm. Purpose of the meeting is to discuss personnel matters, whereupon;

**AUTHORIZATION TO HOLD A  
SPECIAL MEETING OF THE BOARD  
ON DECEMBER 8, 2022, AT 6:30 PM.  
PURPOSE OF THE MEETING IS TO  
DISCUSS PERSONNEL MATTERS**

On a motion by Mrs. Crombie-Collins, seconded by Mr. Vahosky, it was resolved by voice vote to hold a Special Meeting of the board on December 8, 2022, at 6:30 pm, and the same are hereby authorized and approved.

- ◆ As discussed in the earlier workshop meeting, authorization was requested to prepare Specifications and go out to bid on Contract 21-022 “ Eighth Street Waterline Replacement” (Trafford Borough). Bid opening scheduled January of 2022, whereupon;

**AUTHORIZATION TO PREPARE  
SPECIFICATIONS AND GO OUT TO  
BID ON CONTRACT 21-022  
“EIGHTH STREET WATERLINE  
REPLACEMENT” (TRAFFORD  
BOROUGH). BID OPENING  
SCHEDULED JANUARY OF 2022**

On a motion by Mr. Coles, seconded by Mr. Fuller, with two (2) abstentions, it was resolved by roll call vote to go out to bid on Contract #21-022, and the same are hereby authorized and approved.

Abstentions: Czekaj and Gilliland



- ◆ As discussed in the earlier workshop meeting, authorization was requested for the Executive Director to sign the PENNVEST Lead Service Line Replacement Settlement Agreement and related documents, whereupon;

**AUTHORIZATION FOR THE  
EXECUTIVE DIRECTOR TO SIGN  
THE PENNVEST LEAD SERVICE  
LINE REPLACEMENT  
SETTLEMENT AGREEMENT AND  
RELATED DOCUMENTS**

On a motion by Mrs. Crombie-Collins, seconded by Mr. Vahosky, with one abstention, it was resolved by roll call vote for the Executive Director to sign the PENNVEST Lead Service Line Settlement Agreement and related documents, and the same are hereby authorized and approved.

Abstention: Simon

- ◆ As discussed in the earlier workshop meeting, authorization was requested for the *Authority* to participate in the *PA Department of Human Services, Low Income Water Assistance Program (LIHWAP)*. *WPJWA* will serve as an authorized vendor. Further, authorize the Executive Director to sign all related documents with a Program start date of January 1, 2022, whereupon;

**AUTHORIZATION FOR WPJWA TO  
PARTICIPATE IN THE PA  
DEPARTMENT OF HUMAN  
SERVICES, LOW INCOME WATER  
ASSISTANCE PROGRAM (LIHWAP).  
WPJWA WILL SERVE AS AN  
AUTHORIZED VENDOR. FURTHER,  
AUTHORIZE THE EXECUTIVE  
DIRECTOR TO SIGN ALL RELATED  
DOCUMENTS WITH A PROGRAM  
START DATE OF JANUARY 1, 2022**

On a motion by Mrs. Crombie-Collins, seconded by Mr. Vahosky, it was resolved by voice vote for the *Authority* to participate in the *LIHWAP*, starting January 1, 2022, and the same are hereby authorized and approved.

- ◆ As discussed in the earlier workshop meeting, authorization was requested for approval of Resolution 2021-03 “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, whereupon;

**AUTHORIZATION FOR APPROVAL  
OF RESOLUTION 2021-03  
“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 CHAIRPERSON SIMON  
TO SIGN SAID RESOLUTION**

On a motion by Mr. Fuller, seconded by Ms. Broz, it was resolved by voice vote to approve Resolution 2021-03, and authorization for the Chair to sign said Resolution, and the same are hereby authorized and approved.

- ◆ As discussed in the earlier workshop meeting, authorization was requested to enter into a Lease Agreement with *T-Mobile* for the continuation of the placement of an antenna on the *Authority's* Mark Drive Water Tank. whereupon;

**AUTHORIZATION TO ENTER INTO  
A LEASE AGREEMENT WITH  
T-MOBILE FOR THE  
CONTINUATION OF THE  
PLACEMENT OF AN ANTENNA ON  
THE AUTHORITY'S MARK DRIVE  
WATER TANK**

On a motion by Mrs. Crombie-Collins, seconded by Mr. Czekaj, it was resolved by voice vote to enter into a Lease Agreement with T-Mobile, and the same are hereby authorized and approved.

- ◆ As discussed in the earlier workshop meeting, authorization was requested to enter an Agreement with *ms consultants* for program management of the PENNVEST Lead Service Line Replacement Program. Total compensation is estimated to be \$580,000.00. The Agreement is for eighteen months and is 100% funded through the PENNVEST Lead Service Line Replacement Project. Further authorize Executive Director to sign all appropriate documents, whereupon;

**AUTHORIZATION TO ENTER AN AGREEMENT WITH *MS CONSULTANTS* FOR PROGRAM MANAGEMENT OF THE PENNVEST LEAD SERVICE LINE REPLACEMENT PROGRAM. TOTAL COMPENSATION IS ESTIMATED AT \$580,000.00. THE AGREEMENT IS FOR EIGHTEEN MONTHS AND IS 100% FUNDED THROUGH THE PENNVEST LEAD SERVICE LINE REPLACEMENT PROJECT. FURTHER AUTHORIZE EXECUTIVE DIRECTOR TO SIGN ALL APPROPRIATE DOCUMENTS**

On a motion by Mr. Scolieri, seconded by Ms. Broz, with one (1) abstention, it was resolved by roll call vote to enter an Agreement with *ms consultants* for the program management of the PENNVEST Lead Service Line Replacement Project at an estimated cost of \$580,000.00 over eighteen months, further authorized the Executive Director to sign all appropriate documents, and the same are hereby authorized and approved.

Abstention: Simon

Unfinished Business  
None

New Business  
None

There being no further business to come before the Board, upon a motion by Mr. Fuller, seconded by Mr. Czekaj and unanimously carried, the meeting adjourned at 7:37 pm.

  
Asst. Secretary



Minutes of the Budget Meeting of the Board of  
The Wilkinsburg-Penn Joint Water Authority held  
on November 10, 2021, at 6:30 PM at 2200  
Robinson Boulevard, Wilkinsburg PA15211

Present: Simon, Vento, Broz, Czekaj, Coles, Crombie-Collins,  
Joyce-May, Rawlins, Scolieri, Vahosky, Gilliland

Others Present: Bianchi, Komandt, and Davis

The following meeting minutes are presented for the record. The purpose of the meeting is to give the Board a review of the proposed 2022 budget.

The 2022 Budget meeting was called to order by Chairman Simon at 6:30 PM. Mr. Simon turned the meeting over to the Executive Director, Nick Bianchi who recorded those that were present. The Executive Director proceeded, with the assistance of Comptroller, Doug Komandt, to present the proposed 2022 Operating and Capital Budgets.

Informational handouts were presented identifying the budget process and a review of our current demographics. The Authority experienced a peak in consumption, more people home during the pandemic, early in 2021 but has been in a recent down spin. Projections continue to illustrate a reduction in our customer base and consumption.

The operating budget reflects an 3% annual increase to Authority personnel and an increase in both worker compensation premium (3.5%) and healthcare (6.5%) benefits. The largest adjustment is for procurement of chemicals. The increase is \$500,000 over 2021 appropriation. Higher costs reflect product availability and transportation.

It was mentioned that the post COVID-19 era will result in the continuation of lower consumption, higher cost of supplies and materials, availability of materials and potential increases in the cost of third-party contracts.

The staff presented the 2022 Capital Budget projects. Most of the projects are funded through the 2020 Water Revenue Bond and Community Development Grant funds. It was noted that Pennvest grant funds were included and an allocation of \$1million dollars, in calendar years 2024-2026, for continuation of a lead service line project. The proposed budget also included a \$300,000. for an upgrade of the Authority's software.

At the conclusion of the presentation, Chairman Simon asked for general comment on the 2022 budget.

The budget meeting concluded at 8:00 PM