

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

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

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

Absent: Czekaj

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. Mr. Komandt introduced Brenden Schubert, Vice President of Triad Strategies, along with representatives of the Dollar Energy Program to present an overview of a Customer Assistance Program outlining qualifications, criteria, details, and benefits for applicants to apply for program services. The Chairman 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, presented his management report with questions asked and answered. Said report is attached hereto 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 7:38 pm.  
The regular board meeting commenced at 7:38 pm.

  
Secretary

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

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

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

Absent: Czekaj

The regular meeting commenced at 7:38 p.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. The Chairman then called for public comments upon which the following individuals addressed the Board: **Leslie Centola**, resident of Swissvale, commended the Board on their response to creating an advisory board as well as creating an assistance program. She suggested creating a space on the company's website to allow customer comments and concerns. Leslie also suggested the public be involved in creating the assistance program. **Abigail Salisbury**, State Representative, resident of Swissvale, commended Swissvale board member, Tracey Crombie-Collins for her service. She was in support of the previous comments regarding the assistance program and website. In addition, she was pleased to hear the Board discuss the cyber-attack and learn WPJWA is not as vulnerable due to measures that are currently in place. She responded to the question regarding funds that may be available for cyber security. She offered to investigate the matter when they are back in session. Upon conclusion of the public comment period Mr. Simon called for the approval of the Workshop and Regular Meeting Minutes of October 24, 2023, whereupon;

**APPROVAL OF THE  
October 24, 2023, WORKSHOP  
AND REGULAR MEETING  
MINUTES**

On a motion by Mr. Fuller, seconded by Ms. Broz, it was resolved by voice vote that the Workshop, and Regular Meeting Minutes of October 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 award Contract #23-021 “Nadine Pump Station Pump #2 Repair” to Total Equipment Company, the lowest most responsible bidder at the amount of \$417,504.00. Bid opening was November 21, 2023, whereupon;

**APPROVAL TO AWARD CONTRACT #23-021 “NADINE PUMP STATION PUMP #2 REPAIR” TO TOTAL EQUIPMENT COMPANY, THE LOWEST MOST RESPONSIBLE BIDDER AT THE AMOUNT OF \$417,504.00. BID OPENING WAS NOVEMBER 21, 2023**

On a motion by Mrs. Crombie-Collins, seconded by Ms. Broz, with one (1) abstention, it was resolved by roll call vote to award Contract #23-021, at the amount of \$417,504.00 and the same are hereby authorized and approved.

Abstention: Simon

- ◆ As discussed in the earlier workshop meeting, authorization was requested to award Contract #22-021 “East McKeesport Water Tank Replacement” to Mid Atlantic Storage Systems, the lowest most responsible bidder, at the amount of \$759,278.00., whereupon;

**APPROVAL TO AWARD CONTRACT #22-021 “EAST MCKEESPORT WATER TANK REPLACEMENT” TO MID ATLANTIC STORAGE SYSTEMS, THE LOWEST MOST RESPONSIBLE BIDDER, AT THE AMOUNT OF \$759,278.00**

On a motion by Mr. Fuller, seconded by Ms. Rawlins, with one (1) abstention, it was resolved by roll call vote to award Contract# 22-021 for the amount of \$759,278.00, and the same are hereby authorized and approved.

Abstention: Simon



- ◆ As discussed in the earlier workshop meeting, authorization was requested to award Contract #23-023 “Furnishing and Delivering Water Treatment Chemicals” to the lowest most responsible Bidders, at amounts stated on the Bid Tab. Reverse auction bid opening scheduled December 1, 2023, award to be ratified at the January 23, 2024, board meeting, whereupon;

**APPROVAL TO AWARD CONTRACT #23-023 “FURNISHING AND DELIVERING WATER TREATMENT CHEMICALS” TO THE LOWEST MOST RESPONSIBLE BIDDERS, AT AMOUNTS STATED ON THE BID TAB. REVERSE AUCTION BID OPENING SCHEDULED DECEMBER 1, 2023. AWARD TO BE RATIFIED AT THE JANUARY 23, 2024, BOARD MEETING**

On a motion by Mrs. Crombie-Collins, seconded by Mr. Vahosky, it was resolved by voice vote to award Contract# 23-023 to the lowest most responsible bidders, award to be ratified at January 23, 2024 board meeting, and the same are hereby authorized and approved.

- ◆ As discussed in the earlier workshop meeting, authorization was requested to exercise one year extension on Contract #22-020 “Furnishing and Delivering Water Treatment Chemical- Liquid Aluminum Sulfate” to USALCO, at the amount of \$549.99, effective January 1, 2024, whereupon;

**APPROVAL TO EXERCISE ONE YEAR EXTENSION ON CONTRACT #22-020 “FURNISHING AND DELIVERING WATER TREATMENT CHEMICAL- LIQUID ALUMINUM SULFATE” TO USALCO, AT THE AMOUNT OF \$549.99 EFFECTIVE JANUARY 1, 2024**

On a motion by Mr. Vahosky, seconded by Ms. Broz, it was resolved by voice vote to exercise one year extension on Contract# 22-020 for the amount of \$549.99, and the same are hereby authorized and approved.

- ◆ As discussed in the earlier workshop meeting, authorization was requested to adopt Resolution 2023-04- allowing the Authority to apply for a Statewide Local Share Assessment Grant in the amount of \$950,000.00 from the Commonwealth Financing Authority to be used for the Replacement and Installation of Large Diameter Water Meters. Application is due November 30, 2023, whereupon;

**APPROVAL TO ADOPT RESOLUTION  
2023-04- ALLOWING THE AUTHORITY TO  
APPLY FOR A STATEWIDE LOCAL SHARE  
ASSESSMENT GRANT IN THE AMOUNT OF  
\$950,000.00 FROM THE COMMONWEALTH  
FINANCING AUTHORITY TO BE USED FOR  
THE REPLACEMENT AND INSTALLATION  
OF LARGE DIAMETER WATER METERS.  
APPLICATION IS DUE NOVEMBER 30, 2023,**

On a motion by Mrs. Crombie-Collins seconded by Ms. Broz, it was resolved by voice vote to adopt Resolution 2023-04, 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 October 14, 2023, through November 17, 2023, be ratified in the amount of \$3,874,780.80. 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 23, 2024, whereupon;

**RATIFICATION OF EXPENDITURES  
FROM OCTOBER 14, 2023,  
THROUGH NOVEMBER 17, 2023, IN  
THE AMOUNT OF \$3,874,780.80 AND  
AUTHORIZATION OF VOUCHER  
DISBURSEMENTS THROUGH  
JANUARY 23, 2024**

On a motion by Mr. Gilliland, seconded by Ms. Broz, with one (1) abstention, it was resolved by roll call vote that ratification of expenditures from October 14, 2023, through November 17, 2023, in the amount of \$3,874,780.80 be authorized. (Electronic transfers have been included but are not reflective in the total) Additionally, authorization of expenditures through January 23, 2024, are hereby ratified and authorized.

Abstention: Simon from bills pertaining to *ms consultants, inc.*

**EXECUTIVE COMMITTEE:**

No report

**FINANCE COMMITTEE:**

No report

**LABOR COMMITTEE:**

No report

**POLICY COMMITTEE:**

Ms. Broz thanked her committee for their work in reviewing the Rules Booklet Payment Plan options and other necessary service fee changes to the benefit of both the customer and *The Authority*, whereupon;

**AUTHORIZATION TO APPROVE  
CHANGES TO THE RULES  
BOOKLET PAYMENT PLAN  
OPTIONS AND CHANGES TO  
OTHER NECESSARY SERVICE FEES**

On a motion by Ms. Broz seconded by Mr. Gilliland, it was resolved by voice vote to approve Rule Book Changes, and the same are hereby authorized and approved.

**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. Komandt submitted the following item for approval.

- ◆ As discussed in the earlier workshop meeting, authorization was requested for the approval of the 2024 Operating Budget in the amount of \$32,594,250.00 and the Capital Improvement Budget in the amount of \$19,619,000.00. The recommended action will require a seven (7) percent increase in the *Authority's* residential, commercial, industrial, and public water rates, whereupon;

**APPROVAL OF THE 2024  
OPERATING BUDGET IN THE  
AMOUNT OF 32,594,250.00 AND THE  
CAPITAL IMPROVEMENT BUDGET  
IN THE AMOUNT OF \$19,619,000.00~  
THE RECOMMENDED ACTION  
WILL REQUIRE A SEVEN (7)  
PERCENT INCREASE IN THE  
AUTHORITY'S RESIDENTIAL,  
COMMERCIAL, INDUSTRIAL, AND  
PUBLIC WATER RATES**

On a motion by Mr. Fuller, seconded by Mrs. Crombie-Collins, it was resolved by voice vote to approve the 2024 Operating Budget in the amount of \$32,594,250.00 and the 2024 Capital Improvement Budget in the amount of \$19,619,000.00 , and the same are hereby authorized and approved.

- ◆ As discussed in the earlier workshop meeting, authorization was requested to increase the bulk water sale to the Braddock Water Authority by five (5) % effective January 1, 2024, whereupon;

**APPROVAL TO INCREASE THE  
BULK WATER SALE RATE TO THE  
BRADDOCK WATER AUTHORITY  
BY FIVE (5) % EFFECTIVE  
JANUARY 1, 2024,**

On a motion by Ms. Rawlins seconded by Mr. Gilliland, it was resolved by voice vote to increase the bulk water sale rate to Braddock Water Authority by five (5) %, and the same are hereby authorized and approved.

- ◆ As discussed in the earlier workshop meeting, authorization was requested to increase the Executive Director and Assistant Executive Director's salary as approved in Executive Session on October 24, 2023. Further, authorization to increase remaining management base salary by an average of three (3) percent effective January 1, 2024, whereupon;

**APPROVAL TO INCREASE THE  
EXECUTIVE DIRECTOR AND  
ASSISTANT EXECUTIVE  
DIRECTOR'S SALARY AS  
APPROVED IN EXECUTIVE  
SESSION ON OCTOBER 24, 2023.  
FURTHER, AUTHORIZATION TO  
INCREASE REMAINING  
MANAGEMENT BASE SALARY BY  
AN AVERAGE OF THREE (3)  
PERCENT EFFECTIVE  
JANUARY 1, 2024**

On a motion by Mr. Vahosky seconded by Mr. Fuller, with three (3) abstentions, it was resolved by roll call vote to increase the recommended management salaries effective January 1, 2024, and the same are hereby authorized and approved.

Abstentions: Rawlins, Broz, Crombie-Collins

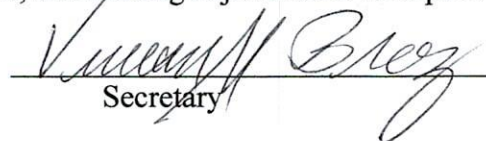
Unfinished Business

The question was raised about the progress of the customer advisory committee, how the representatives are being determined, and the frequency of meetings.

New Business

A comment was made regarding a company promoting insurance for water line protection.

There being no further business to come before the Board, on a motion by Mr. Fuller, seconded by Mr. Gilliland and unanimously carried, the meeting adjourned at 8:10 p.m.

  
Secretary