

Minutes of the Workshop Meeting of the  
Board of The Wilkinsburg-Penn Joint Water  
Authority held on September 24, 2024, at 6:30  
o'clock pm at 2200 Robinson Boulevard  
Wilkinsburg, PA 15221

Present: Williams Smith Vahosky  
Czekaj Rawlins Broz  
Simon Crombie-Collins (remote)

Absent: Fuller, Scolieri, and Gilliland

Others: 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 make up a part of these minutes. Next Mr. Bianchi, Executive Director, reviewed the items in his Management Report which is attached hereto and made part of these minutes.

- ❖ Mr. Bianchi congratulated Ms. Broz on 30 years of service. Ms. Broz was presented with an award at the PMAA 2024 Conference at the Hershey Lodge and Convention Center on September 16, 2024.
- ❖ Mrs. Crombie-Collins wanted to congratulate Ms. Broz again as well as express to the other board members who were unable to attend, how informative the conference was.

There being no further business to discuss, the workshop session concluded at 6:58 pm. The regular board meeting commenced at 7:00 pm.

  
Secretary

Minutes of the Regular Meeting of the Board of The Wilkinsburg-Penn Joint Water Authority held on September 24, 2024, at 7:00 o'clock pm at 2200 Robinson Boulevard Wilkinsburg, PA 15221

Present: Williams Smith Vahosky  
Czekaj Rawlins Broz  
Simon Crombie-Collins (remote)

Absent: Fuller, Scolieri, and Gilliland

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

The regular meeting commenced at 7:00 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 the public comments at which time, Tonya Todd addressed the Board. Ms. Todd is advocating for a customer advisory council to put customers' needs first. Tawanda Carlow was next to address the board. Ms. Carlow stated she works for Senator Costa and is also a rate payer. She acknowledged that we have made numerous changes and have come a long way. Ms. Carlow explained they want more; they want a customer advisory council for full transparency. Annie Quinn with Pittsburgh United stepped up to the podium demanding more public engagement and outreach. Next Erica Jackson with Upstream Pittsburgh spoke on behalf of a customer advisory council to allow for open communication and rate payer feedback. The attorney representing the customer advisory council, Kevin Quisenberry, asked for support from the board to get the resolution in creating the customer advisory council back on track. With permission, he passed around a copy of the last proposal. Last to step up to the podium was Samantha Woodyear. Ms. Woodyear stated she was informed from another committee this was the customer advisory council meeting. She believes we are doing a good job and has good experiences with us. Ms. Woodyear is also advocating for a customer advisory council to bring more transparency and communication to the community and believes it could also shed positive light on the company. Next Mr. Simon called for the approval of the Workshop and Regular Meeting Minutes of August 27, 2024, whereupon;

APPROVAL OF THE AUGUST 27, 2024,  
WORKSHOP AND REGULAR MEETING  
MINUTES

On a motion by Ms. Broz, seconded by Mr. Czekaj, it was resolved by voice vote that the August 27, 2024, Workshop and Regular Meeting Minutes be approved as written and the same are hereby approved as written.

## **BILLS AND COMMUNICATIONS:**

None

## **REPORT OF OFFICERS:**

Mr. Simon, Chair:

No Report

Mr. Fuller, Vice Chair:

Absent - No Report

Ms. Broz, Secretary:

No Report

Mr. Czekaj, Asst. Treasurer:

Mr. Czekaj, assistant treasurer, asked the body if they had any questions of the voucher 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 expenditure from August 17, 2024, through September 13, 2024, be ratified in the amount of \$2,441,522.14. Said amount does not include municipality's sewage collections. In addition, authorization of disbursements was requested through October 22, 2024, whereupon;

RATIFICATION FROM EXPENDITURES  
FROM AUGUST 17, 2024, TO  
SEPTEMBER 13, 2024, IN THE AMOUNT  
OF \$2,441,522.14 AND AUTHORIZATION  
OF VOUCHER DISBURSEMENTS  
THROUGH OCTOBER 22, 2024

On a motion by Mr. Czekaj, seconded by Ms. Broz, with three (3) abstentions, it was resolved by roll call vote that ratification of expenditures from August 17, 2024, through September 13, 2024, in the amount of \$2,441,522.14 be authorized (Electronic transfers have been included but are not reflective in the total) Additionally, authorization of expenditures through October 22, 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:

No Report

### POLICY COMMITTEE:

No Report, however, Ms. Broz did request a meeting get scheduled soon to discuss some of the things they learned at the PMAA 2024 Conference.

### ENGINEERING COMMITTEE:

No Report

## **CONSULTING 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 a 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 to prepare specifications and bid Contract # 24-009 "Cline Avenue Water Line Replacement Project" in Wilkins Township, whereupon;

AUTHORIZATION TO PREPARE  
SPECIFICATIONS AND BID CONTRACT #  
24-009 "CLINE AVENUE WATER LINE  
REPLACEMENT PROJECT" IN WILKINS  
TOWNSHIP

On a motion by Mr. Vahosky, seconded by Ms. Broz, it was resolved by voice vote to give authorization to prepare specifications and bid Contract # 24-009 "Cline Avenue Water Line Replacement Project" in Wilkins Township, and the same is hereby authorized and approved.



As discussed in the earlier workshop meeting, authorization to prepare specifications and bid Contract # 24-011 "Janitorial Services" for the main office. Contract term is for one (1) year with option of three (3) one (1) year extensions, whereupon;

AUTHORIZATION TO PREPARE  
SPECIFICATIONS AND BID CONTRACT  
# 24-011 "JANITORIAL SERVICES" FOR  
THE MAIN OFFICE. CONTRACT TERM  
IS FOR ONE (1) YEAR WITH OPTION OF  
THREE (3) ONE (1) YEAR EXTENSIONS

On a motion by Mr. Czekaj, seconded by Ms. Broz, it was resolved by voice vote to give authorization to prepare specifications and bid Contract # 24-011 "Janitorial Services" for the main office. Contract term is for one (1) year with option of three (3) one (1) year extensions, and the same is hereby authorized and approved.

Unfinished Business:

None

New Business:

- Questions were raised and explained regarding Flow Tests
- Mr. Bianchi confirmed that our fire hydrants are color coded

There being no further business to come before the Board, on a motion by Ms. Broz, seconded by Mr. Williams, and unanimously carried the meeting adjourned at 7:41 pm.

  
Secretary