

**MEETING OF THE BOARD
THE WILKINSBURG-PENN JOINT WATER AUTHORITY
February 28, 2023**

ORDER OF BUSINESS

I Roll Call

II Pledge of Allegiance

III Public Comment Period

IV Approval of Meeting Minutes

Reorganization Meeting of January 24, 2023
Workshop Meeting Minutes of January 24, 2023
Regular Meeting Minutes of January 24, 2023

V Bills and Communications

- Approve Change Order #1, Contract #22-016 – Service Line Verification Program – Phase 2

VI Report of Officers:

- Chairman
- Vice Chairman
- Secretary
- Treasurer

Ratification of expenditures from January 14, 2023, through February 17, 2023, in the amount of \$2,631,865.53. Electronic transfers have been included but are not reflective in the total. In addition, we will need authorization of expenditures through March 28, 2023.

VII Report of Committees

- Executive Committee
- Finance Committee
- Labor Committee
- Policy Committee
- Engineering Committee

VIII Consultants' Reports - Comments

- Consulting Engineer
- Solicitor

IX Report of Management

X Unfinished Business

XI New Business

XII Adjournment

THE WILKINSBURG-PENN JOINT WATER AUTHORITY
REPORT OF MANAGEMENT

February 28, 2023

- A current organizational chart has been included in your packet. I will discuss the changes that have been made.
- Approval of Change Order Number 1 – Contract 22-016 – Service Line Verification Program Phase 2 to increase contract by \$163,500.00 with Frank J. Zottola Construction to provide additional quantities to do an additional 100 service line verifications.
- Contract 23-002, Renovation of Building at Nadine Pump Station, no bids were received so we will need to rebid again. Bid opening was held February 23, 2023.
- Contract 22-006, Two (2) 16” Cone Valve Replacements, two bids were received, but substantially higher than anticipated. We will discuss the possibility of separating project into two bids – one for material and one for installation. Bid opening was held February 23, 2023.
- Authorization to award Contract 22-024A, Remediation at Nadine Pump Station – Asbestos Abatement, no bids were received so we will need to rebid again. Bid opening was held February 23, 2023.
- Authorization to award Contract 22-024B, Remediation at Nadine Pump Station – Insulation Installation, no bids were received so we will need to rebid again. Bid opening was held February 23, 2023.
- Authorization to enter into contract with Invoice Cloud for payment processing. Cost will rise to \$2.95 per transaction and will go into effect no sooner than June 30, 2023
- As part of new computer system, management would like to change from post card billing to stuffed envelope billing. It is believed to be more beneficial to the Authority as we can provide more information to customers on these statements. There will be additional costs in order to make this change.
- Letters received for Reappointment of Tracey Crombie-Collins, Swissvale and Resolution from Churchill Appointing James N. Williams, III
- There has been a total of 36 breaks since our January 24, 2023, meeting. Included in your packet is a breakdown by Municipality of all Distribution Work done during the last month.

WILKINSBURG PENN JOINT WATER AUTHORITY
FEBRUARY 28, 2023

ms consultants – MONTHLY ENGINEER’S REPORT

PENNVEST LEAD SERVICE LINE PROJECT

JetJack has taken over all M. O’Herron work and has been proceeding with two distinct crews for the last two months. Progress has improved and they are making steady progress completing both public and private replacements. Incidents requiring Authority action have also decreased significantly with the elimination of M. O’Herron. M. O’Herron still has restoration activities to complete but most of that work will have to wait until paving can be completed.

The updated listing of completed work by municipality is attached. Work in the last month has concentrated on Swissvale and North Braddock. Since several municipalities are not included in the Phase 2 project, we will be asking JetJack to jump to those communities to ensure that any customers with signed agreements are completed prior to Phase 1 grant funding running out. These communities are Edgewood, Penn Hills, Monroeville, Churchill, and Wilkins Township. The total services in these 5 communities is 135. Any addresses remaining in the other communities will be added to Phase 2.

PENNVEST LEAD SERVICE LINE PROJECT – PHASE 2

We had our first meeting with PennVEST in early February and have been made aware of all new federal requirements related to the new grant/loan offer. These requirements include M/WBE stipulations, Build American/Buy America, and Infrastructure Signage. At this time, we are identifying the first set of addresses to receive letters and expect the letters to be sent in the next couple of weeks. For this phase, we will need 1,000 agreements. If you recall, it took several months to obtain the 400+ agreements for Phase 1. It is our intention to bid the project in May with an award at the June meeting.

NADINE PUMP STATION – HEATING SYSTEM

CS&E is at the pump station working on rehabilitation of the existing heating system.

Bids for the remaining asbestos removal and re-insulation will be opened on Thursday, February 23rd. Finding bidders has been a challenge. As of February 22nd, we only have one bidder. The project is challenging since the station must remain in service and the work is all between 10 and 30 feet in the air. We expect to receive one good bid on the asbestos removal and may recommend award.

SERVICE LINE IDENTIFICATION PROJECT

The Phase II project has been moving very quickly. Contractor is expected to finish the contracted 250 verifications in early March. It is my recommendation that we add an additional 100 service addresses and have the contractor continue with the work. A change order for this work would be \$163,500.

NADINE PUMP STATION METER VAULT EXPANSION

All materials have arrived and Lawson Excavating expects to begin work in the next couple of weeks.

NADINE PUMP STATION PERMANGANATE ISSUE

Permit required by DEP complete and being reviewed

BROADWAY BOULEVARD WATER LINE (PITCAIRN)

Design being updated.

RAMSEY STORAGE BUILDING

Completing building permit application.

CONE VALVES AT NADINE PUMP STATION

Bids will be opened on February 23rd. We only have 2 bidders but expect to be able to recommend and award.

ALUM STORAGE TANKS AT WATER TREATMENT PLANT

Waiting for DEP reaction to closure report.

EAST MCKEESPORT TANK REPLACEMENT

Construction permit with DEP.

CARRIE FURNACE PHASE III PROJECT

Contractor attempting to schedule boring subcontractor and provide railroad with all required insurance and documentation. Still awaiting actual start date.

WATER TREATMENT PLANT INSPECTION

Plant personnel have taken one filter out of service to address DEP concerns identified in September. Staff continue to work on removing the underdrains to allow for a detailed internal inspection of the concrete.

SMALL WATER AND SEWER GRANTS

Additional information provided. Awaiting decision on applications.

FLUORODATION GRANT

Executed grant and staff is purchasing pumps and materials. All receipts must be provided by middle of May 2023.

NADINE PUMP STATION OFFICE REMODELING

Project advertised in early February with bids due on February 23, 2023. Although properly advertised and original company that provided quote contacted, we have no bidders. We will need to identify several bidders and then re-advertise.

SEDIMENTATION BASIN REHABILITATION

Project will be bid in March with bids to be received by March meeting.