

**MEETING OF THE BOARD
THE WILKINSBURG-PENN JOINT WATER AUTHORITY
January 28, 2025**

ORDER OF BUSINESS

I Roll Call

II Pledge of Allegiance

III Public Comment Period

IV Approval of Meeting Minutes

Workshop Meeting Minutes of November 26, 2024
Regular Meeting Minutes of November 26, 2024

V Bills and Communications

- Award Contract 24-007 – Lead Line Replacement Phase 3
- Award Contract 24-011 – Janitorial Services

VI Report of Officers:

- Chairman
- Vice Chairman
- Secretary
- Treasurer

Ratification of expenditures from November 16, 2024, through January 17, 2025, in the amount of \$4,971,993.85. Electronic transfers have been included but are not reflected in the total. In addition, we will need authorization of expenditures through February 25, 2025.

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

**WILKINSBURG PENN JOINT WATER AUTHORITY
JANUARY 28, 2025**

ms consultants – MONTHLY ENGINEER’S REPORT

PENNVEST LEAD SERVICE LINE PROJECT – PHASE 2

74 replacements have occurred since last update.

Attached is a summary for Phase 2 and provided a list of addresses completed for each municipality to the respective Board Member. As of January 22, 2025, 819 of 1,005 completed or approximately 81% after approximately 85% of calendar days. It should be noted that there have been several holidays and extreme cold weather since prior update.

We are working to transition some of the Phase 3 addresses to complete Phase 2.

PENNVEST LEAD SERVICE LINE PROJECT – PHASE 3

Four bids were opened on January 21, 2025. Recommendation for two awards submitted on January 22, 2025. The lowest bidder was Frank J. Zottola Construction at \$3,988,750.00. Second lowest bidder was JetJack, Inc. at \$4,286,500.00. Recommendation is to award both contracts to those firms. Bids were less than \$8,400,000.00 construction costs from the PennVest application. Loan close is still anticipated for March 20, 2025. In February 2025 Board Meeting, PENNVEST resolution will need approved and agreements for Engineering and Solicitor agreements will require approval.

Based on 5,000 lead and galvanized letters sent in November 2024, ms consultants received 667 requests for agreements. To date, 332 have been returned.

NADINE PUMP STATION PERMANGANATE ISSUE

Building and tanks placed. Piping to be completed for DEP certification.

CONE VALVE REPLACEMENT

Waiting on delivery. Delivery is expected for early 2025. No change since prior report.

EAST MCKEESPORT TANK REPLACEMENT

Replacement tank components were delivered to the contractor from the factory. Due to drought conditions, Westmoreland Water will not open interconnect which is necessary to take existing tank out of service. Demolition of existing tank and new tank construction are delayed until Westmoreland Water allows interconnect which is anticipated spring 2025. With Westmoreland hesitant to provide water via the interconnect, some means of providing water during construction is required. Demolition could occur in

March 2025. VFD purchase order was approved and installation is scheduled for the first week of February 2025.

SEDIMENTATION BASIN REHABILITATION

Basin No. 2 work completed. Inspection occurred on October 23, 2024, with no concerns. Basin No. 2 was restored to service. Work will stop likely until April 2025 when Basin No. 3 work will start. Work is temperature dependent. No change since prior update.

NADINE PUMP STATION VFD AND MOTOR REPLACEMENT

VFD and motor ordered and scheduled for summer 2025 delivery. No change since prior update.

PUMP NO. 2 REBUILD

Contractor replaced valve during week of January 13, 2025. The contractor will be onsite the week of January 27, 2025, to begin inspection phase of pump.

SUMP PUMP REPLACEMENT AT NADINE

A preconstruction meeting occurred. Waiting on sump pump delivery which is tracking for February 2025 or March 2025.

NEGLEY AVENUE WATER LINE REPLACEMENT (WILKINS AND TURTLE CREEK)

Construction started on the Wilkins Twp portion of the project on October 16, 2024. Nearly half of the project scope is completed.

WTP CHLORINE GENERATION

Awaiting a response from Duquesne Light Company engineer. Agreement on conceptual layout. Coordinating with Penn Hills on ADA and fire suppression requirements.

PITCAIRN TANK VFD

Building and pumps were delivered and installed before Christmas. Once the weather improves, power and piping connections will be made and should be operational by March 2025.

CLINE STREET WATER LINE REPLACEMENT (WILKINS TOWNSHIP)

Project is being rebid with two scopes. Bid opening scheduled for February 18, 2025.

EAST MCKEESPORT ASBESTOS WATER LINE REPLACEMENT (EAST MCKEESPORT)

Coordinating with East McKeesport about abandoned piping.

ANNUAL REPORT

The annual report as required by the bond indenture is attached for review.

THE WILKINSBURG-PENN JOINT WATER AUTHORITY
REPORT OF MANAGEMENT

January 28, 2025

- Approval of the 2025 Board Meeting Calendar and Annual Conference Schedule.
- Authorization to award Contract 24-007 – Lead Line Replacement PennVest Phase 3 to Zottola Construction, the lowest responsible bidder, in the amount of \$3,988,750.00 and Jet Jack Inc, the second lowest responsible bidder, in the amount of \$4,286,500.00.
- Authorization to award Contract 24-011 - Janitorial Service to Kirkman Building Services, the lowest responsible bidder, in the amount of \$1,293.00 per month. Contract term is one year with the option of two one-year extensions.
- UMBS Software Update – Number of notices exported from UMBS from 11/20/2024-1/21/2025, 347 Shut off service orders completed, 4,519 Yellow notices produced, 925 Pink notices produced and 336 Payment agreements created. The UMBS Customer Self-Service portal was put on hold to attend to billing Forest Hills fourth quarter sewage and the start of monthly sewage billing. Customer Self-Service portal discussion will resume in February.
- The Customer Assistance Program through Dollar Energy has slowed down. We have received 57 applications, processed 54 applications (3 were processed on our side just waiting on Dollar to process on their side). We have awarded \$4,306.00 (as of 1/22/2025). The program had \$44,504.00 starting funds and \$40,198.00 current funds remaining. The most “reconsider customer” requests are Penn Hills customers because of the amount of their bills and what they are awarded. We can only approve for past due water, no sewage, so these customers are left with large balances after consideration. Since we are seeing an increase in these, we have begun to make a note within the Dollar Energy portal about the sewage rates within the Penn Hills area, so caseworkers do not keep trying to resubmit on behalf of the customers.
- Forest Hills fourth quarter sewage charges have been calculated and added to customer accounts. At the request of Forest Hills they asked that we spread the fourth quarter amounts over the four bills to help ease the burden for the residents as we begin to bill them monthly for sewage as well.
- Ratification of the agreement to establish a Customer Advisory Council. Included in your packet was the final agreement for the structure of the Customer Advisory Council.
- There has been a total of 135 breaks since our November 26, 2024, meeting. Included in your packet is a breakdown by Municipality of all Distribution Work done during the last two months.