

Minutes of the Workshop Meeting of the Board of the Wilkinsburg-Penn Joint Water Authority held on January 28, 2025, at 6:30 o'clock pm at 2200 Robinson Boulevard Wilkinsburg, PA 15221

Present: Fuller Williams Smith  
Vahosky Scolieri Gilliland  
Rawlins Broz Crombie-Collins  
Simon

Absent: Czekaj

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

Although no formal action was taken, the following workshop minutes are presented for the record. The workshop meeting commenced at 6:34 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 a part of these minutes.

- ❖ Mrs. Crombie-Collins requested we watch the dates for religious holidays when scheduling board meetings.

There being no further business to discuss, the workshop session concluded at 7:11 pm. The regular board meeting commenced at 7:12 pm.

  
Secretary

Minutes of the Regular Meeting of the Board  
of the Wilkinsburg-Penn Joint Water Authority  
held on January 28, 2025, at 2200 Robinson  
Boulevard Wilkinsburg PA 15221

Present: Fuller Williams Smith  
Vahosky Scolieri Gilliland  
Rawlins Broz Crombie-Collins  
Simon

Absent: Czekaj

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

The regular meeting commenced at 7:12 pm with Mr. Simon, chair presiding, and Mrs. Carroll recording the minutes. The meeting was called to order by Mr. Simon followed by a roll call and the Pledge of Allegiance. The chair then called for the public comments, where there were none. Next Mr. Simon called for the approval of the Workshop and Regular Meeting Minutes of November 26, 2024, whereupon;

Mrs. Crombie-Collins asked the November minutes be revised to reflect a nay vote on the increase to management’s base salary by 3%, whereupon;

**APPROVAL OF THE NOVEMBER 26, 2024,  
WORKSHOP AND REGULAR MEETING  
MINUTES AFTER REVISING PAGE 5  
“AUTHORIZATION TO INCREASE  
MANAGEMENT BASE SALARY BY AN  
AVERAGE OF 3% EFFECTIVE JANUARY 1,  
2025” TO REFLECT ONE (1) NAY**

On a motion by Mrs. Crombie-Collins, seconded by Mr. Fuller, it was resolved by voice vote that the November 26, 2024, Workshop and Regular Meeting Minutes be approved after the revision to page 5 “Authorization to increase management base salary by an average of 3% effective January 1, 2025” to reflect one (1) nay, and the same is hereby approved as written.

## BILLS AND COMMUNICATIONS



As discussed in the earlier workshop meeting approval to award Contract 24-007 Lead Line Replacement PennVest Phase 3 to *Zottola Construction* in the amount of \$3,988,750.00 and *Jet Jack Inc.* in the amount of \$4,286,500.00 the lowest most responsible bidders, whereupon;

**APPROVAL TO AWARD CONTRACT 24-007 LEAD LINE REPLACEMENT PENNVEST PHASE 3 TO ZOTTOLA CONSTRUCTION IN THE AMOUNT OF \$3,988,750.00 AND JET JACK INC. IN THE AMOUNT OF \$4,286,500.00 THE LOWEST MOST RESPONSIBLE BIDDERS**

On a motion by Mrs. Crombie-Collins, seconded by Ms. Broz, it was resolved by voice vote to award Contract 24-007 Lead Line Replacement Phase 3 to *Zottola Construction* in the amount of \$3,988,750.00 and *Jet Jack Inc.* in the amount of \$4,286,500.00 the lowest most responsible bidders, and the same is hereby authorized and approved.



As discussed in the earlier workshop meeting, approval to award Contract 24-011 Janitorial Services to *Kirkman Building Services*, the lowest most responsible bidder, in the amount of \$1,293.00 per month for janitor services at the main office, whereupon;

**APPROVAL TO AWARD CONTRACT 24-011 JANITORIAL SERVICES TO KIRKMAN BUILDING SERVICES, THE LOWEST MOST RESPONSIBLE BIDDER IN THE AMOUNT OF \$1,293.00 PER MONTH FOR JANITOR SERVICES AT THE MAIN OFFICE**

On a motion by Mr. Vahosky, seconded by Ms. Rawlins, it was resolved by voice vote to award Contract 24-011 Janitorial Services to *Kirkman Building Services*, the lowest most responsible bidder in the amount of \$1,293.00 per month, and the same is hereby authorized and approved.

## REPORT 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 about 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 expenditure from November 16, 2024, through January 17, 2025, be ratified in the amount of \$4,971,993.85. Said amount does not include municipality's sewage collections. In addition, authorization of disbursements was requested through February 25, 2025, whereupon;

**RATIFICATION OF EXPENDITURES FROM  
NOVEMBER 16, 2024, THROUGH JANUARY  
17, 2025, IN THE AMOUNT OF \$4,971,993.85  
AND AUTHORIZATION OF VOUCHER  
DISBURSEMENTS THROUGH FEBRUARY 25,  
2025**

On a motion by Mr. Gilliland, seconded by Ms. Broz, with two (2) abstentions, it was resolved by roll call vote that ratification of expenditures from November 16, 2024 through January 17, 2025, in the amount of \$4,971,993.85 be authorized (Electronic transfers have been included but are not reflective in the total) Additionally, authorization of expenditures through February 25, 2025, are hereby ratified and authorized.

Abstentions: Williams from bills pertaining to *ms consultants*  
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

### ENGINEERING COMMITTEE:

No Report

## **CONSULTANTS REPORTS:**

### Consulting Engineer:

Mr. Missenda 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 conclusion, Mr. Bianchi had the following to submit for approval:

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As discussed in the earlier workshop meeting, approval of the 2025 Board Meeting Calendar and Annual Conference Schedule, whereupon;

### **APPROVAL OF THE 2025 BOARD MEETING CALENDAR AND ANNUAL CONFERENCE SCHEDULE**

On a motion by Mr. Fuller, seconded by Mr. Scolieri, it was resolved by voice vote to approve the 2025 Board Meeting Calendar and Annual Conference Schedule, and the same is hereby authorized and approved.

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As discussed in the earlier workshop meeting, approval of Ratification of Agreement to establish a Customer Advisory Council, whereupon;

Mr. Gilliland stated he would like to make a statement before he makes a motion; Initially Mr. Gilliland objected to this council because of the addition of Clean Water Action as they tend to put out misleading information, He explained they only have one (1) vote out of the fifteen members of the board and although he would not consider any recommendations from them as he does not consider them a viable source of information. However, to get the customer advisory council moving he would like to make a motion, whereupon;

### **APPROVAL OF RATIFICATION OF AGREEMENT TO ESTABLISH A CUSTOMER ADVISORY COUNCIL**

On a motion by Mr. Gilliland, seconded by Mr. Williams, the motion carried 9-1 with Ms. Broz voting no by roll call vote, to approve the Ratification of Agreement to establish a Customer Advisory Council, and the same is hereby authorized and approved.



As discussed in the earlier workshop meeting, authorization to increase management base salary by an average of 3% effective January 1, 2025, whereupon;

**AUTHORIZATION TO INCREASE  
MANAGEMENT BASE SALARY BY AN  
AVERAGE OF 3% EFFECTIVE JANUARY  
1, 2025**

On a motion by Mr. Scolieri, seconded by Ms. Broz, the motion carried 9-1 with Mrs. Crombie-Collins voting no, to give authorization to increase management base salary by an average of 3% effective January 1, 2025, and the same is hereby authorized and approved.

Unfinished Business:

None

New Business:

None

On a motion made by Mr. Vahosky, seconded by Ms. Rawlins, the board went into an Executive Session at 7:42 pm.

There being no further business to come before the Board, on a motion by Mr. Vahosky, seconded by Mr. Fuller and unanimously carried, the meeting adjourned at 8:12 pm.

  
Secretary

Unfinished Business:

- ❖ Mrs. Crombie-Collins had a resident inquire about Flouride in our water. Mr. Bianchi provided her with a Consumer Quality Report and passed along the information for Lou Ammon, the Manager of Purification.

New Business:

- ❖ Mr. Bianchi thanked Erica for the Valentine's treats at everyone's seat and explained the portfolios were part of the Holiday gift that got delayed in shipping.

There being no further business to come before the Board, on a motion by Mr. Fuller, seconded by Mr. Vahosky and unanimously carried, the meeting adjourned at 7:21 pm.

  
Secretary