

Minutes of the Workshop Meeting of  
the Board of the Wilkinsburg-Penn  
Joint Water Authority held on March  
25, 2025, at 6:30 o'clock pm at 2200  
Robinson Boulevard, Wilkinsburg, PA  
15221

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

Others: 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 6:30 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. Balewski, Assistant Executive Director, reviewed the items in the Management Report which is attached hereto and made a part of these minutes.

- ❖ Mrs. Crombie -Collins inquired about creating butterfly gardens/natural habitat garden to cut down on the grass cutting. This was followed by a discussion regarding safety concerns while being in accordance with DEP guidelines and regulations.

There being no further business to discuss, the workshop session concluded at 7:10 pm. The regular board meeting commenced at 7:11 pm.

  
Secretary

Minutes of the Regular Meeting of the Board of the Wilkinsburg-Penn Joint Water Authority held on March 25, 2025, at 2200 Robinson Boulevard Wilkinsburg, PA 15221

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

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

The regular meeting commenced at 7:11 pm with Mr. Simon, chair presiding, and Mrs. Carroll recording the minutes. The meeting was called to order by Mr. Simon followed by the roll call and the Pledge of Allegiance. The chair then called for public comments, where there were none. Next Mr. Simon called for the approval of the Workshop and Regular Meeting Minutes of February 25, 2025, whereupon;

**APPROVAL OF FEBRUARY 25, 2025,  
WORKSHOP AND REGULAR MEETING  
MINUTES**

On a motion by Mr. Fuller, seconded by Mr. Williams, it was resolved by voice vote to approve the February 25, 2025, Workshop and Regular Meeting Minutes and the same is hereby and approved as written.

## BILLS AND COMMUNICATIONS

◇

As discussed in the earlier workshop meeting authorization to award Contract 25-001 Braddock Hills Tank/Reservoir Property Fence Replacement to *FYE Fencing*, the lowest responsible bidder in the amount of \$42,000.00, whereupon;

**AUTHORIZATION TO AWARD CONTRACT  
25-001 BRADDOCK HILLS  
TANK/RESERVOIR PROPERTY FENCE  
REPLACEMENT TO *FYE FENCING*, THE  
LOWEST RESPONSIBLE BIDDER IN THE  
AMOUNT OF \$42,000.00**

On a motion by Ms. Broz, seconded by Mrs. Crombie-Collins, it was resolved by voice vote to award Contract 25-001 Braddock Hills Tank/Reservoir Property Fence Replacement to *FYE Fencing*, the lowest responsible bidder in the amount of \$42,000.00 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 February 15, 2025, through March 14, 2025, be ratified in the amount of \$4,228,598.97. Said amount does not include municipality's sewage collections. In addition, authorization of disbursements was requested through April 22, 2025, whereupon;

**RATIFICATION OF EXPENDITURES FROM  
FEBRUARY 15, 2025, THROUGH MARCH  
14, 2025, BE RATIFIED IN THE AMOUNT  
OF \$4,228,598.97 AND AUTHORIZATION  
OF DISBURSEMENTS THROUGH APRIL  
22, 2025**

On a motion by Mr. Gilliland, seconded by Ms. Broz, with three (3) abstentions it was resolved by roll call vote that ratification of expenditures from February 15, 2025, through March 14, 2025, in the amount of \$4,228,598.97 be authorized (Electronic transfers have been included but are not reflective in the total) Additionally, authorization of expenditures through April 22, 2025, are hereby ratified and authorized.

Abstentions: Williams from bills pertaining to *ms consultants*  
Czekaj from bills pertaining to *Glenn Engineering*  
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. Balewski had the following to submit for approval:

◇

As discussed at the earlier workshop meeting, approval of Change Order No. 1 Contract 24-008 *Damian Industrial Inc.* for the additional work needed for Nadine Pump #2 rebuild in the amount of \$70,126.00, whereupon;

**APPROVAL OF CHANGE ORDER NO. 1  
CONTRACT 24-008 DAMIAN INDUSTRIAL  
INC. FOR THE ADDITIONAL WORK  
NEEDED FOR NADINE PUMP #2 REBUILD  
IN THE AMOUNT OF \$70,126.00**

On a motion by Mr. Vahosky, seconded by Mr. Gilliland, it was resolved by voice vote to approve Change Order No. 1 Contract 24-008 *Damian Industrial Inc.* for the additional work needed for Nadine Pump #2 Rebuild in the amount of \$70,126.00, and the same is hereby authorized and approved.

◇

As discussed at the earlier workshop meeting, approval of Change Order No. 1 Contract 23-004 *McClure Company* for Lead Paint Abatement prior to removal of Cone Valve at Nadine Pump Station, in the amount of \$5,236.00, whereupon;

**APPROVAL OF CHANGE ORDER NO. 1  
CONTRACT 23-004 MCCLURE COMPANY  
FOR LEAD PAINT ABATEMENT PRIOR TO  
REMOVAL OF CONE VALVE AT NADINE  
PUMP STATION IN THE AMOUNT OF  
\$5,236.00**

On a motion by Mr. Czekaj, seconded by Mr. Vahosky, it was resolved by voice vote to approve Change Order No. 1 *McClure Company* for lead paint abatement prior to removal of cone valve at Nadine Pump Station in the amount of \$5,236.00, and the same is hereby authorized and approved.

◇

As discussed at the earlier workshop meeting, authorization to hire summer employees May 1, 2025, to September 1, 2025, whereupon;

**AUTHORIZATION TO HIRE SUMMER  
EMPLOYEES MAY 1, 2025, TO SEPTEMBER  
1, 2025**

On a motion by Mrs. Smith, seconded by Mr. Gilliland, it was resolved by voice vote to hire summer employees May 1, 2025, to September 1, 2025, and the same is hereby authorized and approved.

◇

As discussed at the earlier workshop meeting, authorization to extend Contract 24-004 Year 2 Landscape and Grass Cutting Services to *Pittsburgh Lawn Care* in the amount of \$5,020.00 per month with additional seasonal services of \$2,050.00 per year, whereupon;

**AUTHORIZATION TO EXTEND CONTRACT  
24-004 YEAR 2 LANDSCAPE AND GRASS  
CUTTING SERVICES TO PITTSBURGH  
LAWN CARE IN THE AMOUNT OF  
\$5,020.00 PER MONTH WITH  
ADDITIONAL SEASONAL SERVICES OF  
\$2,050.00 PER YEAR**

On a motion by Mrs. Crombie-Collins, seconded by Mr. Czekaj, it was resolved by voice vote to extend Contract 24-004 Year 2, Landscape and Grass Cutting Services to *Pittsburgh Lawn Care* in the amount of \$5,020.00 per month with seasonal services of \$2,050.00 per year, and the same is hereby authorized and approved.


Unfinished Business:

- ❖ The option to offer water line insurance to our consumers which was discussed at last month's meeting. It was agreed to put it on the upcoming agenda for the April board meeting.
- ❖ Board members discussed how the representatives of the Customer Advisory Council would be appointed as well as the fact that according to social media posts, the CAC held a meet -and- greet. This went against what was agreed to as the Wilkesburg-Penn Joint Water Authority and Board of Directors were unaware and not invited to this meeting.

New Business:

None

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 7:22 pm.

  
Secretary