

**MEETING OF THE BOARD
THE WILKINSBURG-PENN JOINT WATER AUTHORITY
May 27, 2025**

ORDER OF BUSINESS

I Roll Call

II Pledge of Allegiance

III Public Comment Period

IV Approval of Meeting Minutes

Workshop Meeting Minutes of April 22, 2025
Regular Meeting Minutes of April 22, 2025

V Bills and Communications

VI Report of Officers:

- Chairman
- Vice Chairman
- Secretary
- Treasurer

Ratification of expenditures from April 12, 2025, through May 16, 2025, in the amount of \$5,074,789.70. Electronic transfers have been included but are not reflected in the total. In addition, we will need authorization of expenditures through June 24, 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
MAY 27, 2025**

ms consultants – MONTHLY ENGINEER’S REPORT

PENNVEST LEAD SERVICE LINE PROJECT – PHASE 2

34 replacements 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 May 21, 2025, 1,027 of 1,005 completed or approximately 102% after approximately 109% of calendar days. There is approximately \$1,000,000 in funds remaining for use and we are continuing to look for additional services to replace.

PENNVEST LEAD SERVICE LINE PROJECT – PHASE 3

927 letters were sent to customers, of which 138 were sent since last meeting. As of May 20, 2025, 694 were returned of which 430 included photos. In the last month, 108 letters were returned and the quantity of photos increased by 116. A total of 79 inspections were completed, of which 30 were in the last month. Notice to Proceed was May 5, 2025 for both contractors. 59 replacements were completed thru May 20, 2025.

NADINE PUMP STATION PERMANGANATE ISSUE

Record Drawings were submitted to DEP per request of DEP.

CONE VALVE REPLACEMENT

Pump 3A was successfully started on May 8, 2025. Plan is to begin replacement of Pump #1 cone valve in late May 2025 once butterfly on suction side of Pump #1 is operational. Then contractor will finish project with Pump #4 cone valve.

EAST MCKEESPORT TANK REPLACEMENT

Demolition of existing tank began on May 14, 2025. Existing foundation demo is ongoing. New foundation will be poured. After reinforced concrete foundation cures, then tank erection will proceed with piping work.

SEDIMENTATION BASIN REHABILITATION

Contractor mobilized. Work is associated with Basin #3 rehab.

NADINE PUMP STATION VFD AND MOTOR REPLACEMENT

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

PUMP NO. 2 REBUILD

Startup occurred.

SUMP PUMP REPLACEMENT AT NADINE

New platform is installed. Contractor is coordinating with pump supplier on piping.

NEGLEY AVENUE WATER LINE REPLACEMENT (WILKINS AND TURTLE CREEK)

Construction restarted week of May 12, 2025.

WTP CHLORINE GENERATION

60% design of hypo building review on May 21, 2025.

PITCAIRN TANK VFD

Troubleshooting.

CLINE STREET WATER LINE REPLACEMENT (WILKINS TOWNSHIP)

Contract is executed with Lawson Excavating, Inc. Kickoff meeting will occur in next few weeks.

EAST MCKEESPORT ASBESTOS WATER LINE REPLACEMENT (EAST MCKEESPORT)

No change since last report.

UNIVERSAL ROAD WATER LINE REPLACEMENT (PENN HILLS)

Preliminary design for water line replacement was submitted for review.

THE WILKINSBURG-PENN JOINT WATER AUTHORITY
REPORT OF MANAGEMENT

May 27, 2025

- Authorization to update the Employee Personnel File Policy. The new policy will allow records to be accessed by the Executive Director and the Executive Director Administrative Assistant and will be in accordance with the Pennsylvania Inspection of Employment Records Act.
- Representatives from Edmunds were here on May 7th to give a high-level overview of their accounting and billing software. The software package they have to offer is very similar to the old HTE/Sunguard/Central Square software that the Authority has used since 1999 with much more capability and functionality. Detailed accounting and billing sessions were held May 13th and 19th, which also went very well. Arrangements are being made to go to several local Authorities that have been long time Edmund's customers for their take on the software.
- UMBS Software Update – Number of notices exported from UMBS (4/15/2025-5/21/2025): 311 Termination/Shut off service orders completed, 2,574 Yellow notices produced, 633 Pink notices produced, 102 new Payment Agreements created and 146 were broken.
- The Customer Assistance Program through Dollar Energy to date has received 130 applications, processed 128 applications (2 processed on our side just waiting on Dollar to process on their side). We have awarded \$14,945.00 (as of 5/21/2025). The program had \$44,504.00 starting funds and \$29,559.00 remaining current funds.
- The Mayor of Kingston, a Netflix Series, was filmed at our Braddock hills Tank Site on May 1st. The agreement was they would donate \$5000 to the Dollar Energy fund for the one day use of the site. That check was sent to Dollar from the film company on May 9th. The funds are still pending on the Dollar side but will be deposited into our account shortly.
- The Citizens Advisory Committee first meeting was held on May 21st at 3pm here at the Authority Office.
- There has been a total of 36 breaks since our April 22, 2025, meeting. Included in your packet is a breakdown by the Municipality of all Distribution Work done during the last month.