

**MEETING OF THE BOARD  
THE WILKINSBURG-PENN JOINT WATER AUTHORITY  
October 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 September 23, 2025  
Regular Meeting Minutes of September 23, 2025

**V Bills and Communications:**

- Approve contract 25-005 – Furnishing and Delivering of Water Treatment Chemicals

**VI Report of Officers:**

- Chairman
- Vice Chairman
- Secretary
- Treasurer

Ratification of expenditures from September 13, 2025, through October 17, 2025, in the amount of \$4,282,542.66. Electronic transfers have been included but are not reflected in the total. In addition, we will need authorization of expenditures through November 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  
OCTOBER 28, 2025**

**ms consultants – MONTHLY ENGINEER’S REPORT**

**PENNVEST LEAD SERVICE LINE PROJECT – PHASE 2**

The team supporting this project completed some data cleanup since last update which removed some potential duplicates.

Attached is a summary for Phase 2 and provided a list of addresses completed for each municipality to the respective Board Member. As of October 20, 2025, 1,096 of 1,005 completed or approximately 111%. There is approximately \$600,000 in funds remaining for use and we are continuing to look for additional services to replace.

**PENNVEST LEAD SERVICE LINE PROJECT – PHASE 3**

Since the last update, 55 new replacements occurred.

Attached is a summary for Phase 3. 1,121 letters were sent to customers, of which 5 were sent since last meeting. As of October 20, 2025, 879 were returned of which 653 included photos. In the last month, 6 letters were returned and the quantity of photos increased by 6. A total of 820 inspections were completed, 437 replacements were completed thru October 20, 2025. The PennVest application was based on 1,060 replacements. Notice to Proceed was May 5, 2025 for both contractors. 35% of the contract days have passed. 41% of the planned 1,060 replacements occurred to date. 50% of the 879 agreement replacements occurred to date.

**PENNVEST LEAD SERVICE LINE PROJECT – PHASE 4**

Assembling documents for submittal to PennVest that is due by end of October 2025. Anticipate 1,000 replacements.

**CONE VALVE REPLACEMENT**

Letter was sent to Contractor with Final Pay Application.

**EAST MCKEESPORT TANK REPLACEMENT**

Fence installation occurring.

**SEDIMENTATION BASIN REHABILITATION**

All basins are in service. Contractor demobilized. Inspections will occur at the end of first or early second quarter(s) of 2026.

## **NADINE PUMP STATION VFD AND MOTOR REPLACEMENT**

VFD was placed on October 22, 2025. Motor delivery planned week of October 27, 2025. Electrical work anticipated to begin in November 2025. Possibly fully operational in January 2026.

## **PUMP NO. 2 REBUILD**

Contractor is awaiting thrust shoes and cooling components. Then will complete install so pump can run at least two weeks prior to motor replacement.

## **SUMP PUMP REPLACEMENT AT NADINE**

Waiting on replacement motor delivery for North Pit that was quoted at 10 weeks unless PumpMan could get expedited. That is early December 2025 time frame. Then address South Pit. No change since last report.

## **WTP CHLORINE GENERATION**

90% Drawing Page Turn on October 23, 2025 at WTP.

## **PITCAIRN TANK VFD**

No change from prior report.

## **CLINE STREET WATER LINE REPLACEMENT (WILKINS TOWNSHIP)**

Construction ongoing.

## **EAST MCKEESPORT ASBESTOS WATER LINE REPLACEMENT (EAST MCKEESPORT)**

Sending contract documents to Lawson for execution.

## **UNIVERSAL ROAD WATER LINE REPLACEMENT (PENN HILLS)**

Contract documents sent to Lawson for execution.

# THE WILKINSBURG-PENN JOINT WATER AUTHORITY

## REPORT OF MANAGEMENT

October 28, 2025

- Authorization to award Contract 25-005, Furnishing and Delivering of Water Treatment Chemicals, to the lowest responsible bidders. A copy of the bid tabulation is included in your packet.
- Authorization to extend Contract 24-011, Year 2, Janitorial Services to Kirkman Building Services LLC, in the amount of \$1,331.00 per month for the Robinson Blvd. Building.
- Authorization to purchase employee holiday appreciation gifts.
- Approval of Resolution No. 2025-005 – allowing the Authority to Apply for a Statewide Local Share Assessment (LSA) Grant in the amount of \$1,000,000 from the Commonwealth Financing Authority to be used for the Replacement and Installation of Meter Interface Units (MIUs) for the remote reading of water meters and providing alarm capabilities. Application is due November 30.
- A graph with the 2025 monthly Delinquency Notices and Payment Plans is included in the packet. There were 66 payments plans broken since our August meeting.
- The Customer Assistance Program through Dollar Energy to date has received 217 applications, processed 212 applications (5 processed on our side just waiting on Dollar to process on their side). We have awarded \$23,176.00 (as of 10/21/2025). The program had \$48,787.00 starting funds and \$25,081.00 remaining current funds.
- The Citizens Advisory Committee meeting was held on September 16, 2025 at the WPJWA office. Minutes from the September 16 meeting are included in this month's packet. The next Citizens Advisory Committee is scheduled for December 9, 2025 at 3pm here at the Authority Office.
- Home Serve USA will begin mailing out Service Line Warranty Letters to customers on October 27, 2025.
- We have begun the 2026 budget process. Reminder of the following meeting schedule:
  - Thursday October 30, 2025 @ 5pm – Finance Committee Review
  - Thursday November 13, 2025 @ 6:30pm – Full Board Review
  - Tuesday November 25, 2025 @ 6:30pm – Final Approval
- There has been a total of 41 breaks since our September 23, 2025, meeting. Included in your packet is a breakdown by the Municipality of all Distribution Work done during the last month.