

MUNHALL SANITARY SEWER MUNICIPAL AUTHORITY

REGULAR MEETING MINUTES

Wednesday January 2, 2019

Pledge of Allegiance

Vice Chairman DeMartino called the Regular Business Meeting to Order at 6:56 pm; A quorum was present.

Jacquelyne Coles conducted roll call:

Present: Matthew Bovee (Absent), Tony DeMartino, Larry Schamus, Joe Ballas, Jill Fleming-Salopek

Also Present: Jacquelyne Coles-Office Administrator,
Mark Scally-Hatch- Engineer,
Nate Boring-GTN Law- Solicitor

RE-ORGANIZATION of Board Members:

Ms. Salopek made the recommendation that the Board stay organized the way that it is. Mr. DeMartino agreed. Mr. Ballas agreed to stay on as Treasurer for another year. Mr. Bovee, will remain President for another year. Mr. DeMartino will remain Vice President. Mr. Ballas will remain Treasurer.

PUBLIC COMMENTS

(None)

ANNOUNCEMENTS:

PMAA Conference is September 8,9,10 & 11th 2019 at Kalahari in the Poconos

ENGINEER'S REPORT (Report Attached)

1. Update on the ALCOSAN GROW Programs
 - a. Round 4 Meeting Recap – The recommendation was from ALCOSAN was that the project may not be a full bore project yet, but it may need flow monitoring first.
 - b. Round 1 Final Report and Reimbursement Requests were submitted.
2. Rate Adjustments in Effect
 - a. Customer usage fee specific for the Waterfront Pump Station Customers (2.75/1,000) the Map Attached.
 - b. Customer monthly fixed fee established by EDU (based on average annual flow)
3. Back Water Device Program (Draft)
 - a. Program is now active and able to be rolled out.
4. GIS System Update:
 - a. New MUNHALL 2018 Link show the latest GIS update available
5. 2018-01 DCED Grant Project

- a. Site Visit held with PA American. Current plan is to relocate waterlines at Trautman/Miller and temporarily cap waterline at intersection of 16th Louise.
 - b. PA American to provide proposal for recommended plan.
6. Tap Requests
- a. Since no COA has been issued yet, MSSMA cannot self-regulate taps during the interim period, and we would need to request them.
 - b. If new tap(s) are expected, MSSMA will need to submit to DEP an interim Corrective Action Plan with the Tap Request.
 - c. Adopting a resolution endorsing the Municipal Source Flow Reduction Adaptive Management Approach of the 3RWW SFRFT Subcommittee.
7. DCPII Project
- a. Final walkthrough with DEP was held on December 18th 2018. All went well. The final report went to PENNVEST from DEP.

SOLICITOR'S REPORT

1. Pump Station Reimbursement Meeting with Munhall, Homestead and West Homestead. West Homestead's President is not wanting to pay for any sewage related expenses from the maintenance fund. It was discussed to try to have another meeting with the entire Council at West Homestead to state our case to the entire Council. There was a general discussion regarding the Maintenance Fund.
2. CAP/TAP – Status Quo for the Taps. No word on Consent Order from DEP.
3. Homestead Run – Reimbursement from West Mifflin - Romel is leaving messages with their Solicitor about setting up a meeting, and have not heard anything yet.
4. The 2016-2017 Audit Letter is complete, just waiting on a Signature.

OLD BUSINESS:

1. Sperhac (no update)

**Mrs. Salopek addressed the Board and stated that she needed to leave early, and that she suggested that we jump ahead to the Motions. Mr. DeMartino agreed, and we would wrap up the rest of the meeting afterward.

MOTIONS:

- a. Motion to Approve the payment of the bills as (Reviewed by Vice Chairman) submitted to the Board for the period of December 5th through 31st 2018 in the amount of \$33,332.12. Mrs. Salopek first. Mr. Schamus second. Questions or Comments. All in favor. No Opposed. So Ordered.
- b. Motion to approve GROSS payroll for the month of December 2018 (12/7/18 & 12/17/18) in the amount of \$2,537.50. Mrs. Salopek first. Mr. Schamus second. Questions or Comments. All in favor. No Opposed. So Ordered.
- c. Motion to Reimburse Jacquelyne Coles for Lunch for the Performance Review Meeting in the amount of \$63.47. Mr. Schamus first. Mrs. Salopek second. All in Favor. No Opposed. So Ordered.
- d. Motion to approve the refunds for the following property as submitted to the Board. These accounts are closed, and a final bill generated.
 1. 3333 Valewood Drive \$ 2.30

Mrs. Salopek first. Mr. Schamus second. Questions or Comments. All in Favor. So Ordered.

- e. Motion to Approve refund of Escrow Funds for a Dye Test Failure Correction. Passed and Letters issued.
1. 2602 Main St. \$660.00

Mrs. Salopek first. Mr. Schamus Second. Questions or Comments. All in Favor. So Ordered.

Mr. Scally brought to the Board the rate increase for Hatch which will be a 2-3% increase for 2019. The letter was distributed to the Board, and can be discussed at next meeting.

OFFICE REPORT (As Distributed)

1. ALCOSAN Trunk sewer takeover. The meeting is for Board members only, and all of the board received their individual invitation letters.
2. The Update letter was sent with all of the sewage bills in December. There have been a few calls for landlords wanting to register their properties.
3. Point of Sale Dye Test and Policy Update – on the radar and will be moving forward with updating this for early 2019 implantation.
4. Legal Tax billing and collections for December were \$258,498.25. Total fees and commissions totaled \$23,445.85. Recaps are available for review and are in the book for everyone to review.
5. (7) Dye Tests were performed and paid for. (1) sold in the combined system.
6. Dye Test Waiver for 1903 West Street, and Escrow Agreement? Thoughts? Board said \$500.00 in Escrow, and the agreement to be signed.
7. PMAA Conference in Pocono, PA is September 8-11, 2019

A Brief Executive session was held prior to the meeting.

Motion to adjourn at 8:04 PM by Mr. Schamus (first). No Further questions or comments. All in favor. Meeting Adjourned.

Next regular meeting to be held Wednesday February 6, 2019, at 6:30pm.

AS APPROVED AT THE FEBRUARY 6, 2019 REGULAR MEETING

Tony DeMartino, Vice President, MSSMA