

MUNHALL SANITARY SEWER MUNICIPAL AUTHORITY

REGULAR MEETING MINUTES

Wednesday, July 3, 2019

Pledge of Allegiance

Chairman Bovee called the Regular Business Meeting to Order at 6:35 pm; A quorum was present.

Jacquelyne Coles conducted roll call:

Present: Matthew Bovee, Tony DeMartino, Larry Schamus (arrived at 6:45), Joe Ballas (absent), Jill Fleming-Salopek (called in)

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

ANNOUNCEMENTS:

-Mr. Bovee would like to welcome our new Office Assistant, Samantha Watkins to the organization.

PUBLIC COMMENTS

-NONE

ENGINEER'S REPORT (Report Attached)

1. 2018-01 DCED Grant Project
 - a. Project Status and update,
 - i. Trautman/Miller is complete and paved, with a new curb installed.
 - ii. 16th and Louise is fully exposed and being investigated. A new manhole has been installed at the Homestead/Munhall border. This will make it easier once the time comes for Homestead to complete their portion of the line. The paving is complete, however with the original slope of the street, it will need to be corrected once Homestead completes their portion of the line.
 - b. Periodic Estimate #3 approval in the amount of \$122,532.20
2. NPDES Permit Renewal
 - a. PAG-06 General Permit received – Letter dated 5/22/19
 - b. NOI to be submitted with signatures and a check for \$100.00
 - c. SSO Report for 5/29/2019 to be submitted to the ACHD
 - d. CSO DMR;s available for April and May to be submitted to DEP
 - e. O & M Plan to be updated and submitted to ACHD.
3. GROW #2 Sewer Redirection/Inflow Reduction Project.
 - i. Awaiting contract documents from Creative Enterprises.
4. System Maintenance (Various Items):

- a. Ravine Street – locating sewer from JCT19 to J66
 - i. This pipe appears to be an old storm sewer
 - ii. Properties along 8th Ave in question tie into the public sewer from the rear of the properties at Este Way. This was found on a 1932 Historic Map.
- b. West Street CCTV results in relation to the sink hole near the end of the Borough Parking Lot on Orchard, did not indicate any Sanitary Sewer issues in relation to the sink hole.
- c. Dye test in the bottom of the storm culvert located between Trautman and Miller reveal a connection to the sanitary sewer. This would need to be repaired soon. This would not require a bid, since it is a small project, and should be well under the bidding threshold.
- d. Shady Avenue – reports of a sink hole near a manhole. The sinkhole issue appears to be from a collapsed lateral coming into the manhole.

Ms. Salopek asked if there was a report that was due in July each year in relation to the Nine Minimum Controls or the Permit. Mr. Scally stated that he would check on it, but he did not believe that there was not anything due in July.

SOLICITOR'S REPORT

1. Consent Order Update – (NO UPDATE)
2. ALCOSAN Regionalization – The revised document for the regionalization was sent to ALCOSAN, for their review and a meeting.
3. West Mifflin Agreement ~ A draft was circulated and will submit to West Mifflin Solicitor for consideration.
4. Grease Trap Regulations – will hopefully have a draft for the next meeting.
5. Handbook and regulations is ongoing. Will present to board when a draft is ready.
6. Mr. Terrick issue- No Update. The last update was in March 18, 2019. Still no update.
7. Waterfront Pump Station –The WH solicitor said to get a letter to him with all the docs, and he will address his Council.
8. A letter of Employment is being drafted for Samantha Watkins.

MANAGER REPORT (As Distributed)

1. PMAA Conference in September, the Registrations need to be submitted.
2. 22 Kennedy Avenue – Complete and Paved. Inspection is complete
3. The Website design is underway.
4. RFP for Auditors are received.
5. Grow 2 Extension has been sent to ALCOSAN.
6. Grease and Rag control. West Mifflin would like to have a discussion regarding the enforcement of grease traps for those properties that flow to the Pump Station. Mr. Bovee suggested to move forward with a game plan for the evaluation.
7. Legal Tax billing and collections for June 2019 were \$199,530.64. Total fees and commissions totaled \$14,719.05. Recaps are available for review and are in the book for everyone to review.
8. (14) Dye Tests were performed and paid for. (5) sold in the combined system.

OLD BUSINESS:

<None>

NEW BUSINESS:

<None>

MOTIONS:

- a. Motion to Approve the Minutes as distributed to the Board for the Month of June 2019. Mr. DeMartino first. Mr. Schamus second. Ms. Salopek abstains. Questions or Comments. All in Favor, with the correction. So Ordered.
- b. Motion to Approve the payment of the bills as (Reviewed by Treasurer) submitted to the Board for the period of June 6, 2019 through June 30, 2019 in the amount of \$36,346.12. Mr. Schamus first. Ms. Salopek second. Questions or Comments. All in favor. No Opposed. So Ordered.
- c. Motion to approve GROSS payroll for the month of June (6/7/19 and 6/21/19) in the amount of \$4,000.00. Ms. Salopek first. Mr. DeMartino second. Questions or Comments. All in favor. No Opposed. So Ordered.
 1. Motion to pay Plan Member Services, the Retirement Plan, in the amount of \$300.00. This is the Employee Contribution and the Employer match for June 2019. Mr. DeMartino first. Mr. Schamus second. Questions or Comments. All in Favor. So Ordered.
- d. Motion to approve the refunds for the following property as submitted to the Board. This account is closed, and a final bill generated.
 1. 129 E 20th - \$42.85
 2. 249 E Larkspur - \$100.00Mr. DeMartino first. Ms. Salopek second. Questions or Comments. All in Favor. So Ordered.
- e. Motion to approve Pay Request #3 for the 2018-01 Project to PLAVCHAK Construction (upon a recommendation from the Engineer) in the amount of \$122,532.20. Mr. Schamus first. Mr. DeMartino second. All in favor. So Ordered.

Executive Session requested to discuss Pending Litigation and Personnel. Mr. DeMartino first. Mr. Schamus second. All in favor. So Ordered at 7:19 PM

Motion to adjourn at 7:40PM by Mr. DeMartino (first). Mr. Schamus second. No Further questions or comments. All in favor. Meeting Adjourned.

Next regular meeting to be held Wednesday August 7, 2019, at 6:30pm.

AS APPROVED AT THE AUGUST 7, 2019 REGULAR MEETING

Matthew Bovee, Chairman, MSSMA