

MUNHALL SANITARY SEWER MUNICIPAL AUTHORITY

REGULAR MEETING MINUTES

Wednesday, June 5, 2019

Pledge of Allegiance

Chairman Bovee called the Regular Business Meeting to Order at 6:40 pm; A quorum was present.

Jacquelyne Coles conducted roll call:

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

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

ANNOUNCEMENTS:

-NONE

PUBLIC COMMENTS

-NONE

ENGINEER'S REPORT (Report Attached)

1. 2018-01 DCED Grant Project
 - a. Project Status and update,
 - i. Trautman/Miller is complete (just needs paved), Mr. Bovee asked if there was erosion control near the curb. Mr. Scally said that he will verify.
 - ii. 16th and Louise is fully exposed and being investigated. Robinson Pipe came out to remove debris with the flusher and vac truck so that the contractor can move forward.
 - A. A new manhole will be installed at the Homestead/Munhall border. This will make it easier once the time comes for Homestead to complete their portion of the line.
 - b. Project extension must be sent to the DCED by June 7, 2019
2. NPDES Permit Renewal
 - a. PAG-06 General Permit received – Letter dated 5/22/19
 - b. Continue Implementation of the NMC
 - c. Continue Implementation of the LTCP
 - d. Submit CSO status report and fee \$100.00 each year to the DEP for March 31 each year.
 - e. Submit CSO supplemental DMRs to the DEP within 28 days of the end of the month in which an inspection is performed.
 - f. DEP also NOI within 180 days of receipt of this general permit.

3. MSSMA O&M Plan submitted to ACHD 12/22/2017 for the separate sewer system
 - a. Letter dated May 14th 2019 – ACHD officially accepted the O&M plan as submitted.
 - b. ACHD requested the O&M Plan to be updated within 90 days of receipt of the letter.
4. GROW #2 Sewer Redirection/Inflow Reduction Project.
 - a. June 5th letter from MSSMA requesting extension sent to ALCOSAN – moves agreement from June 30 2019 to June 30, 2020
 - i. BID Opening results: 1 bid was received from Creative Enterprises.
 - ii. Recommendation to award project to Creative Enterprises for \$35,340.00
5. System Maintenance (Various Items):
 - a. Sinkhole near Main and Elizabeth – Collapsed storm sewer, brought to the attention of Munhall Borough.
 - b. Locating sewer from JCT19 to J66
 - i. Option 1: Re-Clean and re-camera upstream from MH1137C
 - ii. Option 2: connect building at 960 E 8th Ave. up to MH 1155 (potential elevation issue). Mrs. Coles explained the back history.
 - iii. CCTV by Robinson at 16th and Louis to verify Pipe connectivity completed.
 - iv. Dye test possible culvert/manhole connection down the hill over Trautman will need to be completed.

SOLICITOR'S REPORT

1. Consent Order Update – (NO UPDATE) Hopefully there is something by July.
2. ALCOSAN Regionalization – The Solicitors group are still working on the transfer agreement language.
3. West Mifflin Agreement ~ a draft agreement was sent to Jackie and Mark for review. There will be 2 agreements.
4. Handbook and regulations is ongoing. Will present to board when a draft is ready.
5. The Legal letter from the Auditor has been requested for the 2018 Audit.
6. Mr. Terrick issue- No Update. Still waiting on a decision from the PA Supreme Court.
7. Waterfront Pump Station – explore the expenses on lawsuit.
8. Letter of Employment will be sent out to the person selected to the Office Assistant Position.

MANAGER REPORT (As Distributed)

1. 22 Kennedy Avenue – Roto Rooter is installing a new tap for the property. ACHD was notified, and advised the plumber of a road opening permit.
2. Audit – the 2018 Audit is complete.
 - a. The RFP are due by the July meeting.
3. The DCED will need to know if we need an extension so later than Friday June 7th 2019 for the PA SWS Grant.
4. Grow 2 Extension has been sent to ALCOSAN.
5. Back water valve installation on 944 Creek Street along with the inspection by ACHD was complete. The paperwork and drawing is on file at the office.
6. WMSSMA contacted MSSMA on June 4th regarding the grease issue at the Pump Station. They cleaned out the wet well and degreased it. There is an abnormal amount

of grease and rags that will need to be addressed and resolved. They suggested a letter or enforcement of the grease traps and inspections. A resolution for the grease trap that would define inspections and such was an item that the previous solicitor was working on. I had not gotten a chance to work on it yet. A new resolution will need to be adopted

7. Legal Tax billing and collections for May 2019 were \$329,059.86. Total fees and commissions totaled \$15,643.36. Recaps are available for review and are in the book for everyone to review.
8. (19) Dye Tests were performed and paid for. (4) sold in the combined system.
9. PMAA Conference in Pocono, PA is September 8-11, 2019 Reservations have been made.

OLD BUSINESS:

<None>

NEW BUSINESS:

<None>

MOTIONS:

- a. Motion to Approve the Minutes as distributed to the Board for the Month of May 2019. Mr. DeMartino first. Mr. Ballas second. 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 May 1 through June 4, 2019 in the amount of \$52,077.49. Mr. Ballas first. Mr. Schamus second. Questions or Comments. All in favor. No Opposed. So Ordered.
- c. Motion to approve GROSS payroll for the month of May (5/10/19 and 5/24/19) in the amount of \$4,000.00. Mr. Schamus 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 April 2019. Mr. DeMartino first. Mr. Schamus second. Questions or Comments. All in Favor. So Ordered.
- d. Motion to approve the General Liability Insurance to McGowan Insurance to McGowasn Insurance for \$6,653.00 for the period of July 11, 2019 through July 11, 2020. Mr. Ballas first. Mr. DeMartino second. Questions or Comments. All in Favor. So Ordered.
- e. Motion to approve the 2018 Audit results as provided by McCall Stanlon and Tice. Mr. DeMartino first. Mr. Schamus second. Questions or Comments. All in favor. So Ordered.
- f. Motion to approve the Contract 2019-01 for the Grow #2 project, to Creative Enterprises, Inc (per the recommendation of the engineer) in the amount of \$35,340.00 Mr. Ballas first. Mr. Schamus second. Questions or Comments. All in favor. So Ordered.

- g. Motion to extend an offer of the employment to Samantha Watkins, for up to 18 hours a week, part time Office Assistant, at the rate of \$12.00/hour, for a 90 day probation period beginning on June 19th, 2019. Mr. Schamus first. Mr. DeMartino second. All in favor. So ordered.

- h. Motion to approve the refunds for the following property as submitted to the Board. This account is closed, and a final bill generated.
 - 1. 213 E. 19th Avenue - \$69.37
 - 2. 3311 Grace Street - \$19.69Mr. Ballas first. Mr. Schamus second. Questions or Comments. All in Favor. So Ordered.

Executive Session not needed.

Motion to adjourn at 8:10pm by Mr. Schamus (first). Mr. Schamus second. No Further questions or comments. All in favor. Meeting Adjourned.

Next regular meeting to be held Wednesday July 3, 2019, at 6:30pm.

AS APPROVED AT THE JULY 3, 2019 REGULAR MEETING

Matthew Bovee, Chairman, MSSMA