

MUNHALL SANITARY SEWER MUNICIPAL AUTHORITY

REGULAR MEETING MINUTES

Wednesday March 6, 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 (absent), Larry Schamus, Joe Ballas, Jill Fleming-Salopek

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

ANNOUNCEMENTS:

-Mr. Bovee congratulated Ms. Coles on the birth of her Granddaughter, and welcomed her to the family.

PUBLIC COMMENTS

Mr. Michael Capp- 243 Gates Drive, back flow preventer questions, and the flooding of basements. Mr. Scally addressed his concerns and explained the reimbursement program that was approved by the Authority. Mr. Capp also made comments at the end of the meeting regarding the sharing of websites in order to save costs.

ENGINEER'S REPORT (Report Attached)

1. Update on the ALCOSAN GROW Programs
 - a. Round 4 – March 29th LOI due date. Mr. Scally did address a few areas where we had ideas, and tALCOSAN did not think they were good candidates for a good GROW project.
 - b. Round 2 - Homestead Duquesne Road, No Update
2. Regionalization
 - a. AECOM and ALCOSAN set meeting dates with several communities to review defect reports scheduled for Wednesday March 20th at 10am at ALCOSAN with several Monongahela based POC (M44, 45, 49 + all of PH20).
3. 2018-01 DCED Grant Project
 - a. Dye testing results at 16th and Louise, revealed a labyrinth of pipes in the area. The ALCOSAN defect report also confirmed this as well.
 - b. PAWC isolation valve installation update:
 - i. Valves installed complete at 16th and Louise
 - ii. Valves will be installed at Trautman and Miller
 - iii. Plavchak has been notified and is prepared to begin work after the valve installation is complete.

4. Tap Requests
 - a. Interim Correct Action Plan (CAP/TAP) latter dated 3/4/19 sent to DEP
 - i. Letter requesting 20 new taps for upcoming development in 2019. There are a few developments that are interested in Munhall.
5. CITF Grant
 - a. MSSMA submitted an application on March 1, 2019
 - b. The total project Grant requested \$185,900 that includes CIPP lining along the Homestead Run Interceptor identified in the ALCOSAN regionalization defect report.
 - c. Our match would be \$22,949 to cover origination, audit and engineering fees.
6. Customer Complaint/Notification along Coal Road
 - a. Mr. Scally visited site. Took photographs. This appears to be a storm runoff issue along what we believe to be private road. The diameter is a small diameter storm pipe that would indicate a private issue. It is not a sanitary issue.
7. Utilization of WMSSMA for System Maintenance
 - a. Discussion about how MSSMA would utilize WMSSMA services, and a generation of a possible Maintenance Agreement to present to them.
8. Mr. Scally also indicated that the Chapter 94 Report and CSO reports were also submitted.

SOLICITOR'S REPORT

1. Consent Order Update – Counter proposal is going to the DEP for the new COA.
2. Alcosan Regionalization – 3RWW Solicitors meeting, the discussion on whether the agreements for takeovers are negotiable.
3. West Mifflin Agreement – working on a draft agreement to send over to WMSSMA.
4. Dye Test Resolution – a revised and updated resolution was sent over to Jackie and Mark for review. It is a bit more comprehensive. It covers not only Point of Sale Testing, but also any testing that is needed for the Authority.
5. Mr. Terrick issue- his appeal was filed to the Supreme Court. Mr. Boring will send a counter response. Mr. Ballas asked questions about the appeal and our response.
6. Waterfront Pump Station – West Homestead did respond after our February 5th attendance to their meeting. They do seem to want to meet. Mr. Boring stated that we should concentrate on getting a meeting with WH. Mr. Ballas stated that Munhall Council is on board with the reimbursement.

Mr. Bovee asked if the COG responded tour Right to Know request. Mrs. Coles stated that they did, and had requested a 30 extension.

Mr. Ballas wanted to get a message back to Romel, thanking him for looking over the Retirement plan for the Employees.

OFFICE REPORT (As Distributed)

1. Point of Sale Dye Test form and Policy Update – the notifications have been sent to numerous people, plumbers and closing companies. Some have already begun using it. The new forms will be continually distributed.
2. Audits – McCall Stanlon and Tice has agreed to complete the 2018 Audit and is interested in providing a proposal for the 3 years after. The 2017 Final Audits have

- been received. Once signed they will be sent off to the appropriate agencies.
3. First Commonwealth Credit Card information and documentation has been received. Jackie would recommend putting a Credit Card Usage policy in place prior to the issuance of the credit card in order to protect the Authority and herself. Mr. Ballas noted that the By-Laws will need updated as well and asked if anyone would be interested in helping them be redone.
 4. Legal Tax billing and collections for February 2019 were \$299,294.74. Total fees and commissions totaled \$16,183.83. Recaps are available for review and are in the book for everyone to review.
 5. (10) Dye Tests were performed and paid for. (2) sold in the combined system, 1 re-sale and 1 escrow.
 6. PMAA Conference in Pocono, PA is September 8-11, 2019 Reservations have been made.
UPCOMING Meetings: March 13th (solids and floatables ALCOSAN), March 20th (AECOM regionalization)
 7. Website Proposals have been sent out. 2 companies have responded so far. Discussions regarding options and sharing.

OLD BUSINESS:

NEW BUSINESS:

1. Mr. Bovee stated that the Board did vote last month for and Retirement Type Plan for the employees. It is a 457B plan for Government Entities and it is the same type of plan that the Borough uses for their employees.

MOTIONS:

- a. Motion to Approve the Minutes as distributed to the Board for the Month of February 2019. Mr. Ballas first. Mr. Schamus second. Mrs. Salopek Abstains. Questions or Comments. All in Favor. So Ordered
- b. Motion to Approve the payment of the bills as (Reviewed by Treasurer) submitted to the Board for the period of February 5th through March 5th 2019 in the amount of \$19,088.91. Mr. Schamus first. Mrs. Salopek second. Questions or Comments. All in favor. No Opposed. So Ordered.
- c. Motion to approve GROSS payroll for the month of February (2/1/19 & 2/15/19) in the amount of \$4,600.00. this amount also includes the retroactive pay from January 2019. Mr. Ballas first. Mr. Schamus second. Mr. Ballas stated that this is the new pay rate for Mrs. Coles. Questions or Comments. All in favor. No Opposed. So Ordered.
- d. Motion to Approve the engagement letter for the 2018 Audit as submitted by McCall Stanlon and Tice with an amount not to exceed \$12,500.00 Ms. Salopek first. Mr. Schamus second. Mrs. Salopek wanted to make a note that there is a decrease in the price from the last year. All in favor. So Ordered.
- e. Motion to reimburse the Waterfront Owners Association for the Electric and Gas utility services for January 2019 in the amount of \$174.04. Mrs. Salopek first. Mr. Ballas second. The Utility services for the Pump Station are now in the name of the Authority and should come to us from now on. All in Favor. So Ordered.

f. Motion to reimburse Jacquelyne Coles in the amount of \$981.75. This includes the deposit for the PMAA Conference, along with certified postage fee. Mr. Schamus first. Mr. Ballas second. All in Favor. So Ordered.

g. Motion to approve the refunds for the following property as submitted to the Board. This account is closed, and a final bill generated.

1. 237 Mary Street \$ 234.00

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

Motion to go into Executive session at 7:49pm to discuss Personnel and Litigation;

Motion to adjourn at 8:15pm by Mr. Schamus (first). Mr. Ballas second. No Further questions or comments. All in favor. Meeting Adjourned.

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

AS APPROVED AT THE April 3, 2019 REGULAR MEETING

Matthew Bovee, Chairman, MSSMA