

# MUNHALL SANITARY SEWER MUNICIPAL AUTHORITY

## REGULAR MEETING MINUTES

**Wednesday April 6<sup>th</sup>, 2022**

Chairman Bovee called the Meeting to Order at 6:35 pm.

Pledge of Allegiance

Jackie Coles conducted roll call:

Present: Matthew Bovee, Tony DeMartino, Larry Schamus (late), Dave Younkins (absent), Jill Fleming-Salopek

Also Present: Jacquelyne Coles, Office manager  
Mr. Scally, Engineer  
Mr. Boring, Solicitor  
Toni Cregan

### ANNOUNCEMENTS:

All meetings are advertised with log on and call in information for any members of the public who wish to attend.

The Authority held a special meeting on March 21<sup>st</sup>, 2022 to discuss the purchase of a property.

As a gentle reminder, any and all content of an executive session of a meeting is to remain confidential and private until actions are taken and information is made public.

### PUBLIC COMMENTS

No members of the public were present. No requests to speak were received.

### ENGINEER'S REPORT (Report Attached)

1. NPDES Compliance
  - a. Overflow Report Update
    - i. 2 SSO's in January 2022
    - ii. Tunnel activated 11 times January 2022
  - b. CSO/SSO Inspection Updates – ongoing
  - c. Confidential Submittals
    - i. Annual Chapter 94 Waste load Management Reports

- A. Submitted to ALCOSAN March 1, 2022
- B. Submitted to DEP March 21, 2022 w \$100 fee
- ii. O&M Plan Update
  - A. Submitted to DEP/ACHD March 31, 2022 electronically

## 2. System O&M Updates

- a. Phase I CCTV Project (2021)
  - i. Pay application #4 recommendation for payment: \$7,643.93
- b. Blocked pipe from roots along West Oliver Rd – MH299 towards West Run
  - i. Sanitary sewer defect being addressed

## 3. Regionalization

- a. Repair project updates
  - i. Field visit made to MH 40 – MH 41 near Whitaker. Revised construction method.
  - ii. Crossed off completed work by Insight.
  - iii. Revised mapping

## 4. Consent Order Update

- a. Coordination Update
  - i. Whitaker and West Homestead (M-45 and M-49)
    - A. Flow data shared
    - B. Mapping information exchanged
  - ii. Hatch to update M-49 model with GROW project included
  - iii. West Homestead considering M-45 flow reduction opportunities
  - iv. MSSMA considering M-49 flow reduction opportunities
- b. Due Diligence:
  - i. Response due 05/31/2022
    - A. GIS Maps estimating M-44, M-45, and M-49 tributary areas, EDU counts, inch-miles, and areas.
    - B. GPIMD and percent capture calcs for MSSMA monitor locations.
    - C. Markup of model discrepancies

## 5. Grants

- a. GROW #7 LOI was not applied for due. Discussed with ALCOSAN
- b. LSA Statewide Grant was submitted (vehicle and equipment for sewer maintenance) on March 15<sup>th</sup>, 2022 by authority manager.

## SOLICITOR'S REPORT

Transfer agreement – positive news from ALCOSAN – we can sign off ourselves and revise the transfer agreement to reflect M-49 change.

Executed revised transfer agreement.

COA - self-allocating but have issues with the “mailer” not being accepted.

## MANAGER REPORT (As Distributed)

### **Consent Order Updates:**

1. Executed copy of the order was received on February 18, 2022 – we are now able to self-allocate taps.
2. It was calculated that ALL WASHED UP will be replacement flow and will not need a tap in permit or planning module submitted to DEP

### **GROW # 7:**

1. LOI was due by March 31, 2022

### **Phase 1 (CCTV) O&M**

1. Pay Estimates for Phase 4 CCTV work by Insight is received and reviewed by the engineer.

### **Monthly Updates**

1. Initial M-44 multi-municipal collaboration project has begun. Next meeting is the end of April.
2. Multi-municipal collaboration is ongoing with M-49.
3. Emergency repair was made on W Oliver Road by Creative Enterprises after reports of a sewage smell, and investigations lead to State Pipe doing CCTV and discovering a massive root ball that could not be cut out. All the manholes were surcharges but not overflowing.
4. It has been confirmed that ANY establishment that will be serving food will need a grease interceptor. This came after I was informed about URBAN AIR when they sent in their drawings for the plans for the old Best Buy location.

### **Legal Tax**

1. Collections are to be emailed.

### **DYE tests**

25 total dye test certificates were processed in March. 22 were in the separate system and 3 in the combined system.

- PMAA room block for 2022 Conference in Erie has been reserved for September 11<sup>th</sup> - 14<sup>th</sup> at the Sheraton Erie Bayfront.
- Dye test form being re-vamped
- Grants for equipment submitted
- Creek manholes need inspected
- Reached out to contractor & PAWC about replacing lid and frame on 22<sup>nd</sup> and Main

## OLD BUSINESS:

1. 4500 Main Street backwater valve replacement – letter will be drafted to customer requesting all documents be sent in to comply with the program requirements.

## NEW BUSINESS:

1. Architect for 3311 Main Street for office design
2. Edge AI pilot program agreement

## MOTIONS:

- a. Motion to approve and ratify the following agenda items from the March 2, 2022 INFORMATIONAL meeting.
  1. Motion to approve the minutes from the February 2022 Regular monthly meeting as distributed to the board. First by Mr. DeMartino. Second by Mr. Schamus. Abstention by Ms. Salopek. All in Favor. No opposed. Motion carries.
  2. Motion to ratify the approval for the payment of bills as submitted to Board, for the period of February 1<sup>st</sup> - February 28<sup>th</sup>, 2022, in the amount of \$30,166.86. First by Ms. Salopek. Second by Mr. DeMartino, All in favor. No opposed. Motion carries.
  3. Motion to ratify the approval of the gross payroll for the Month of February 2022 in the amount of \$7055.66. First by Ms. Salopek. Second by Mr. Schamus. All in favor. No opposed. Motion carries.
  4. Motion to ratify the approval of Resolution 2022-02 authorizing MSSMA to request statewide Local Share Assessment Grant for the purpose of equipment for the Authority. First by Mr. DeMartino. Second by Ms. Salopek. All in favor. No opposed. Motion carries.
  5. Motion to ratify the authorization for the manager to enroll MSSMA to participate in cooperative purchasing with the Department of General services as a Member of COSTARS. First by Ms. Salopek. Second by Mr. DeMartino. All in favor. No opposed. Motion carries.
  6. Motion to approve the following refunds on closed and final accounts:
    - a. 1216 Margaret St - \$114.15
    - b. 127 E 22<sup>nd</sup> Ave - \$17.50
    - c. 1322 Ravine - \$80.27First by Ms. Salopek. Second by Mr. Schamus. All in favor. No opposed. Motion carries.
- b. Motion to approve the minutes from the Informational only meeting held on March 2, 2022. First by Ms. Salopek. Second by Mr. Schamus. Abstention by Mr. DeMartino. All in Favor. No opposed. Motion carries.
- c. Motion to approve the minutes from the Special Meeting held on March 21<sup>st</sup>, 2022. First

by Mr. Demartino. Second by Ms. Salopek. All in favor. No opposed. Motion carries.

- d. Motion to approve the payment of bills as submitted to the Board for the period of March 1<sup>st</sup>, 2022 to March 31<sup>st</sup>, 2022 in the amount of \$35,709.61. First by Ms. Salopek. Second by Mr. Schamus. All in favor. No opposed. Motion carries.
- e. Motion to ratify the payment to McShane Realty in the amount of \$2,000.00 for the “hand money” for the acquisition of 3311 Main Street. First by Ms. Salopek. Second by Mr. Schamus. All in Favor. No opposed. Motion carries.
- f. Motion to approve the gross payroll for the month of March 2022 in the amount of \$6,495.76. First by Mr. DeMartino. Second by Mr. Schamus. All in Favor. No opposed. Motion carries.
- g. Motion to authorize the Chairman and Manager of Authority to begin the trunk sewer transfer process for the M-49 (Homestead Run) Sewershed to ALCOSAN. First by Mr. Schamus. Second by Mr. DeMartino. All in Favor. No opposed. Motion carries.
- h. Motion to approve the Resolution #2022-03 Authorizing the MSSMA to execute the transfer agreement and related documents, instruments, and agreements with ALCOSAN and transfer to ALCOSAN certain sewer system assets (specifically M-48, Homestead Run). First by Ms. Salopek. Second by Mr. DeMartino. All in favor. No opposed. Motion carries.
- i. Motion to authorize the Chairman with assistance of the manager to move forward with the acquisition of 3311 Main Street. First by Mr. DeMartino. Second by Ms. Salopek. All in Favor. No opposed. Motion carries.
- j. Motion to approve payment application #4 to Insight Pipe in the amount of \$7,643.93 as recommended by the engineer. First by Mr. Schamus. Second by Ms. Salopek. All in favor. No opposed. Motion carries.
- k. Motion to approve reimbursement to Jackie Coles for the 2022 McAfee subscription in the amount of \$139.09. First by Mr. DeMartino. Second by Ms. Salopek. All in favor. No opposed. Motion carries.
- l. Motion to approve the following refunds on the closed and final accounts:
  - a. 726 E 9<sup>th</sup> - \$239.75
  - b. 2410 Main St - \$10.39
  - c. 4005 Center Ave - \$127.25
  - d. 3606 Cambria - \$30.00
  - e. 4115 Davis Ave - \$21.25
  - f. 4431 Main St - \$51.75
  - g. 2429 Perry St - \$95.50

First by Ms. Salopek. Second by Mr. Schamus. All in favor. No opposed. Motion carries.

Adjournment at 7:46pm. First by Ms. Salopek. Second by Mr. Schamus.

Next regular meeting to be held Wednesday May 4<sup>th</sup>, 2022 at 6:30 pm.

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AS APPROVED AT THE MAY 4<sup>th</sup>, 2022 REGULAR MEETING

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*Matthew Bovee, Chairman, MSSMA*