

MUNHALL SANITARY SEWER MUNICIPAL AUTHORITY

REGULAR MEETING MINUTES

Wednesday June 8th, 2022

Chairman Bovee called the Meeting to Order at 6:38 pm.

Pledge of Allegiance

Toni Cregan conducted roll call:

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

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

ANNOUNCEMENTS:

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

Maher Duessel presentation regarding the 2021 Audit

Reorganization of the board to appoint Treasurer complete as follows:

Open nominations for Treasurer of MSSMA.

- a. Tony DeMartino nominated for Treasurer
- b. Tony DeMartino steps down from Vice Chair
- c. Vice Chair seat opens
- d. Dave Younkings accepts position of Vice Chair and signer

PUBLIC COMMENTS

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. 3 SSO's in April 2022
 - ii. Tunnel activated 3 times in April 2022
- b. CSO/SSO Inspection Updates

2. System O&M Updates

- a. Phase I CCTV Project (2021)
 - i. Pay application #5 Final – discussed follow up action items and remaining work to finish CCTV project with Insight Pipe on 5/9/22. Planning to revise Pay App #5 after completion.
 - ii. Discussed traffic control on West Run Rd (county road), to CCTV sewer from upstream MH825 to MH825A.
 - iii. Insight currently scheduled for the week of 06/06 to complete remaining CCTV Phase I work.
- b. Coal Street and Ravine Street Emergency Repair – sewer repair/replacement, including slope stabilization using R5 riprap and final restoration is complete.
- c. 120 Gates Drive Sewer Lateral Connection Repair – MSSMA sent a resident notification letter to the property owner to repair the defective sewer lateral to avoid further I & I and SSO conditions.
- d. MH 1098 Lid Repair – Creative Enterprises replaced inner MH cover locking bar.
- e. Concrete removal around manhole SSO-002. Hatch cleared the hillside and removed concrete off with a sledgehammer.
- f. Homestead-Run was running completely dry below the location, just upstream of the tunnel entrance near MH1338.

3. Regionalization

- a. Contract 2022-01 Regionalization Sewer Repair Project
 - i. Advertisement out on 05/12 and 05/19
 - ii. Pre-bid meeting held at Borough Bldg on 05/31
 - iii. Bid opening is scheduled for 06/13 and anticipated to award to successful bidder on 07/06.
 - iv. The meeting minutes, including key discussions are included
 - v. 3RWW Meetings
 - A. 06/16 and 06/23 Phase II COA-SSS subcommittee meetings
 - B. 05/26/22 workshop meeting held for estimating tool to calculate the extent of municipal improvement required and the CAP tool spreadsheet.

4. Consent Order Update

- a. Due diligence report extension – baseline due diligence period 05/31. MSSMA has formally requested DEP for an extension of up to 6 mos. for the due diligence period outlined in Section 5a (Hybrid COA) on 05/11/22
 - i. MSSMA is currently reviewing the model and incorporating various projects
 - ii. Collecting flow data at the M-45 MB and M-49 at several locations
 - iii. Alcosan is collecting flow data and/or I&I measurements in M-44 upstream in the MSSMA portion of the system
 - iv. Data used to generate updated GPIMD and percent capture values
 - v. Due diligence extension will NOT extend other compliance deadlines outlined in the COA

5. Miscellaneous

- a. Checker's/Rally's Sewage Facilities Planning Module (SFPM) Approval – Evaluated additional flow, performed capacity analysis, and approved the SFPM for the proposed Checker's/Rally's located at E. 8th Ave and Harrison St. Homestead
- b. Alcosan Transfer Agreement Meeting – Hatch & MSSMA attended ALCOSAN Transfer Agreement that was hosted by 3RWW on May 12th, 2022

SOLICITOR'S REPORT

Shady Avenue deficiencies are ongoing. Needs addressed by ACHD. Advised to contact ACHD to follow up with the issue.

MANAGER REPORT (As Distributed)

Consent Order Updates:

1. Due diligence work is still ongoing for the 3 POC locations.
2. Request for extension has been made to Chris Kriley at the PA DEP.

GROW # 7:

1. LOI was submitted by Engineer at the end of March 2022.

Phase 1 (CCTV) O&M

1. Pay Estimates for Phase 5 CCTV work by Insight is received and reviewed by the engineer.

2022-01 REGIONALIZATION REPAIRS

1. Pre-bid meeting held on 05/31/22 @ 10am to discuss the various areas that will need to be looked at before they give a price for it.
2. The bid opening is set for 06/13/22 @ 11am.

2021 FINANCIAL AUDIT

1. Maher Duessel is on the agenda for submittal and review of the 2021 audited financials.

3311 MAIN STREET

1. Closing for the new MSSMA home occurred on 05/31/22. Wire transfer total was \$183,449.54
2. Began working with Felix Cardella (Architect) on the re-vamping of the office space. This will create a conference room, admin offices, field work offices, and storage spaces. Jackie will meet with him for a cost estimate by the end of the week.
3. List of items needed for office space is being put together.

Monthly Updates

1. Emergency Repair on Coal Road is being completed.
2. DEP confirmed that new connections larger than 1 EDU will need to go through the entire planning process through the DEP. I was also informed that the DEP is NOT accepting the "mailer" applications for exemptions
3. Plate Mill and checker sites were approved by ALCOSAN for connection
4. This is the final year for Maher Duessel. RFP's will go out and will be advertised for the 2022, 2023, and 2024 audits
5. The Legal Tax Services contract is up this year. Discussions to follow to make decisions for MSSMA moving forward.
6. The PMAA Conference is September 11-14th, 2022 in Erie, PA. Office needs confirmation on who is attending to finalize reservations. Room block is on hold.
7. PO BOX has been ordered and the change of address has been made. We are in the beginning stages of transitioning to the new building and preparing for the borough to move before we do.

Legal Tax

1. Total collections for the month of May are as follows: \$364,265.11 total collected, less \$18,149.77 in fees and commissions equals a total collection of \$346,115.34.
2. Total credit card collections for the month of April are as follows: \$84,215.78 total collected, less \$4,148.10 in fees and commissions equals a total collection of \$80,067.68.

DYE tests

1. 17 total dye test certificates were processed in May 2022. 12 were in the separate system and 5 in the combined system.

OLD BUSINESS:

1. Edge AI pilot program

NEW BUSINESS:

1. Construction/Re-design for 3311 Main St.

MOTIONS:

- a. Motion to approve the meeting minutes from the Regular monthly meeting held on May 4th, 2022 as distributed to the board. First by Mr. DeMartino. Second by Ms. Salopek. All in Favor.

No opposed. Motion carries.

- b. Motion to approve the payment of bills as submitted to the board for the period of May 1st, 2022 to May,31st 2022 in the amount of \$59,791.54. First by Ms. Salopek. Second by Mr. DeMartino. All in favor. No opposed. Motion carries.
- c. Motion to approve the gross payroll for the month of May 2022 in the amount of \$7011.36. First by Ms. Salopek. Second by Mr. DeMartino. All in Favor. No opposed. Motion carries.
- d. Motion to approve to advertise an RFP for the construction at 3311 Main St, Munhall PA 15120. First by Ms. Salopek. Second by Mr. DeMartino. Opposed by Mr. Younkings. Majority favors. Motion carries.
- e. Motion to ratify the total payment for the purchase of 3311 Main St, Munhall PA 15120, in the amount of \$183,449.54. First by Mr. DeMartino. Second by Ms. Salopek. Opposed by Mr. Younkings. Majority favors. Motion carries.
- f. Motion to approve Resolution #2022-05 for the approval of the Transfer Agreement with ALCOSAN for the M45 POC (Homestead). First by Ms. Salopek. Second by Mr. Younkings. All in favor. No opposed. Motion carries
- g. Motion to approve Resolution #2022-06 for the approval of the Transfer Agreement with ALCOSAN for the M44 POC (W Homestead). First by Ms. Salopek. Second by Mr. DeMartino. All in favor. No opposed. Motion carries.
- h. Motion to approve a refund to LIHWAP for a payment we received that was not an MSSMA sewage account in the amount of \$1,387.81. First by Mr. DeMartino. Second by Ms. Salopek. All in favor. No opposed. Motion carries.
- i. Motion to approve the following refunds on closed and final accounts:
 - 1. 2602 Main St - \$450.57
 - 2. 4005 Center St - \$127.25First by Ms. Salopek. Second by Mr. DeMartino. All in favor. No opposed. Motion carries
- j. Motion to approve the 2021 Audit report as presented by Maher Duessel in accordance with the 06/30 deadline. First by Mr. Bovee. Second by Mr. Younkings. All in favor. No opposed. Motion carries.
- k. Motion to enter in to executive session at 8:02pm by Mr. Younkings. No actions/motions taken in executive session.

Adjournment at 8:26pm. First by Mr Younkings, Second by Mr. DeMartino.
Meeting Adjourned.

Next regular meeting to be held Wednesday July 6th, 2022 at 6:30 pm.

AS APPROVED AT THE JULY 6TH, 2022 REGULAR MEETING

Matthew Bovee, Chairman, MSSMA