

MUNHALL SANITARY SEWER MUNICIPAL AUTHORITY

REGULAR MEETING MINUTES

Wednesday July 6th, 2022

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

Pledge of Allegiance

Mr. Bovee conducted roll call:

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

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

ANNOUNCEMENTS:

None

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

2. System O&M Updates

- a. Phase I CCTV Project (2021)
 - i. Pay application #5 Final – Insight completed the CCTV, including all requested punchlist items. Hatch reviewed CCTV tapes that were received June 27 via Dropbox.
 - ii. Recommend approving Pay #5 to Insight for payment

3. Regionalization

- a. Contract 2022-01 Regionalization Sewer Repair Project
 - i. Advertised on 05/12 and 05/19. Pre-bid meeting held on 05/31. Bid opening scheduled 06/13.
 - ii. 2 bid received. Insight and Jet Jack. Only Insight Pipe contracting used the recised bid forms as provided. Insight Pipe is the only qualified bidder @ \$423,122.00
 - iii. Recommend awarding the project to Insight Pipe

4. Consent Order Update

- a. Due diligence report extension
 - i. MSSMA has formally requested DEP for an extension for the Due Diligence period outlined in Section 5a (Hybrid COA) on 05/11.
 - ii. During extension period, Hatch will review the current base models and incorporate various projects that were completed since the baseline data was developed.
 - iii. Task is anticipated to be complete by Fall 2022.

5. 2022 Sanitary Sewer Phase II Consent Order Agreement Annual Progress Report

- a. Hatch submitted the annual report and appendices (both hard copy and electronic copy) to ACHD CHD on 06/30.
- b. Electronic copies of the annual report were submitted to MSSMA, ALCOSAN, and GTN Law via Hatch's electronic file transfer site (Kites) on 06/28.

6. Alcosan Transfer Agreement Meeting

- a. The Authority has initiated the process and is currently gathering all the necessary data and putting together all documents to complete the transfer process for the respective interceptor sewers and sewers point of connections (i.e. M-44, M-45, and M-49) to the Alcosan interceptor within the Borough of Munhall
- b. Currently, Alcosan is not requesting new easements, however MSSMA to provide the existing easements available along the Homestead Run Interceptor Sewer M49. After completing the initial research, no easement information is available along the West Run Interceptor Sewer.

7. Miscellaneous/Upcoming Projects

- a. 2022 Phase II CCTV Inspections and Repairs
 - i. The projects consists of CCTV inspections of approx.. 65,000 linear feet of sanitary sewer (8 to 24 in. in diameter), including heavy cleaning, bypass pumping, root removal, and removal of break in connections as necessary located in Munhall Borough. The CCTV pipe schedule and sewer plans will be prepared Summer 2022. Phase II

- inspections contains areas tributary to M-44 and M-49 and will be coordinated with the upcoming 10% repair projects
 - ii. Project Schedule: The Phase II inspections are anticipated to begin late fall 2022.
- b. 2022 Manhole Inspections along Homestead Run
 - i. The project consists of performing external and internal inspections of Homestead Run trunk sewer manholes located in and along Homestead Run. These inspections are performed periodically to ensure that the locking manhole covers are in place
 - ii. Project Schedule: The manhole inspections are scheduled for Fall 2022
 - c. Review of Phase I CCTV Reports
 - i. Hatch is developing a summary of defects while highlighting areas of excessive I&I.
 - ii. Areas with excessive I&I will be considered for flow reduction opportunities per the COA guidelines and for possible ALCOSAN Grow Funding
 - d. MSSMA Office Move
 - i. Hatch received renovation concept from architect performing assessment for MSSMA
 - ii. Hatch expecting to receive a cost estimate with tech specs.
 - iii. Upon receipt of renovation information, Hatch is planning to compile constructions specs for MSSMA to publicly bid renovation.
8. Upcoming Meetings
- a. ALCOSAN/ 3RWW/ HYBRID SYSTEMS Meeting scheduled for 07/12 @ 9am at the Carnegie Municipal Bldg.
 - b. M-44 Municipal Meeting scheduled for 07/11 is canceled.

SOLICITOR'S REPORT

No public information

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.
3. HYBRID only COA meeting is July 12th, 2022.

GROW # 7:

1. LOI was submitted by Engineer at the end of March 2022. – no update

Phase 1 (CCTV) O&M

1. Pay Estimates for Phase 5 CCTV work by Insight is on Agenda

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. Insight Pipe was lowest bidder

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. June 29th – MSSMA is moved out of Borough Bldg.

Monthly Updates

1. Plate Mill and checker sites were approved by ALCOSAN for connection
2. This is the final year for Maher Duessel. RFP's will go out and will be advertised for the 2022, 2023, and 2024 audits
3. The Legal Tax Services contract is up this year. Discussions to follow to make decisions for MSSMA moving forward.
4. The PMAA Conference is September 11-14th, 2022 in Erie, PA. Matt, Jackie, Tony, Dave and Tony attending.
5. Creek manholes being inspected to check for locking bars and inner lids. Approval for walk with metal detector.
6. PW had lid changed on 22nd and Main, storm water manhole.

Legal Tax

1. Total collections for the month of June are as follows: \$260,925.95 total collected, less \$13,182.98 in fees and commissions equals a total collection of \$247,742.97.
2. Total credit card collections for the month of May are as follows: \$114,658.91 total collected, less \$6,418.69 in fees and commissions equals a total collection of \$108,240.22.

DYE tests

1. 16 total dye test certificates were processed in June 2022. 13 were in the separate system and 3 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 June 8th, 2022 as distributed to the board. First by Mr. DeMartino. Second by Mr. Youkins. All in Favor. No opposed. Motion carries
- b. Motion to approve the payment of bills as submitted to the Board, for the period of June 1st to June 30th, 2022, in the amount of \$37,939.31. First by Mr. DeMartino. Second by Mr. Youkins. All in Favor. No opposed. Motion carries.

- c. Motion to approve the gross payroll for the month of June 2022 in the amount of \$7011.36. First by Mr. Youkins. 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. Motion passed over with no action. Tabled for next meeting.
- e. Motion to approve the Commercial Insurance for the 2022-2023 year with Grundy Insurance, for Philadelphia Insurance, for a total yearly premium of \$7,197.00. First by Mr. Younkins. Second by Mr. DeMartino. All in favor. No opposed. Motion carries.
- f. Motion to approve Periodic Estimate #5 which is the final payment to Insight Pipe for the 2021 Phase I CCTV project in the Garden Plan in the amount of \$10,996.54. First by Mr. DeMartino. Second by Mr. Younkins. All in favor. No opposed. Motion carries
- g. Motion to approve the following refunds on closed and final accounts:
 - 1. 149 W. Marigold St - \$21.50
 - 2. 1001 E Waterfront Drive - \$48,485.25
 - 3. 120 E Virginia Avenue - \$181.75
 - 4. 210 W Marion St - \$ 39.25First by Mr. Younkins. Second by Mr. DeMartino. All in favor. No opposed.
- h. Motion to approve LIHWAP refund in the amount of \$233.81 for a payment sent to MSSMA that was not an MSSMA customer. First by Mr. DeMartino. Second by Mr. Younkins. All in favor. No opposed. Motion carries
- i. Motion to amend the posted agenda to include award of the Regionalization Sewer Repair Project. First by Mr. Younkins. Second by Mr. DeMartino. All in favor. No opposed. So ordered.
- j. Motion to award the 2022-01 Regionalization Sewer Repair Project to Insight Pipe with an amount not to exceed \$423,122.00. First by Mr. DeMartino. Second by Mr. Younkins. All in favor. No opposed. Motion carries.

Adjournment at 7:35pm.

Meeting Adjourned.

Next regular meeting to be held Wednesday August 3rd, 2022 at 6:30 pm.

AS APPROVED AT THE JULY 6TH, 2022 REGULAR MEETING

Matthew Bovee, Chairman, MSSMA