

**MUNHALL SANITARY SEWER MUNICIPAL AUTHORITY
REGULAR MEETING MINUTES
Wednesday April 3rd, 2024**

Chairman Younkins called the Meeting to Order at 6:00 pm.

Pledge of Allegiance

Mrs. Coles conducted roll call:

Present: Matthew Bovee, Tony DeMartino, Dave Younkins, Jim Barca, Joe Ballas

Also Present: Jacquelyne Coles, Office manager

Mr. Bajek, Engineer

Mr. Sportelli, Engineer

Mr. Nicholas, Solicitor

Toni Cregan, Office Assistant

ANNOUNCEMENTS:

Joe Ballas was welcomed as chairman of the board.

Reorganization of the Board as follows:

David Younkins – President

Matt Bovee – Vice President

Tony DeMartino – Treasurer

Jim Barca – Secretary

Joe Ballas - Chairman

ENGINEER'S REPORT (Report Attached)

1. Miscellaneous Tasks –

a. Waterfront Pump Station Parking Pad

i. Preliminary construction drawings have been drafted and were reviewed with Authority Manager. LSSE issued a letter with construction drawings on March 26th, 2024 to obtain preliminary construction quotes as well as for easement coordination with US Steel.

b. E. 10th Avenue

i. Lateral issue reported by homeowner. Authority to install new wye branch and homeowner to make new lateral connection. Authority to obtain quote from Creative Enterprises for mainline connection (possibly the whole line). LSSE supporting on an as needed basis.

c. Sunset Drive

i. Sunset Drive – Jet Services, Inc. inspected/CCTV'd manhole/sewer filled with debris on 11/16/23 MSSMA and LSSE to coordinate with Creative Enterprises to obtain quote for repair. MSSMA obtained a verbal quote for \$2,500.00.

2. Developments –

a. Vondera Street

i. Developer's agent has submitted an existing conditions map and letter of interest related to sewage capacity availability on 10/19. LSSE to draft capacity availability letter in response. Possibly townhouses. LSSE has responded by letter dated 11/17/23 advising of additional information required. Component 3 Module review completed on 01/26/24 LSSE reviewed letter issued 02/01/24. Component 3 response issued to the developer's engineer on 02/05/24. Developer comments received 03/19/24 LSSE to review letter.

b. Steel Valley School

i. – Developer has submitted construction plans and details. LSSE issued a response

letter on 11/17/23. Developer replied via letter date 02/26/2024. LSSE has reviewed and responded via letter dated 03/11/24. Remaining items pertain to PaDEP sewage facilities planning module approval and developers agreement.

3. Rules and Regulations
 - a. Most recent meeting was held on 01/16/24. Standard construction specifications and details drafted 02/02/24. Review ongoing.
4. NPDES Permit tasks
 - a. February 2024 had 0 SSO's and 3 CSO's
 - b. Visual inspections – LSSE to work with Manager on this task
 - c. Future discussion to be had on changing the permit report to 0.5" of precipitation from 0.25" as per current permit requirement.
5. Phase II Consent Order and Agreement Tasks
 - a. Regionalization
 - i. Meeting held with ALCOSAN March 27th, 2024. LSSE to submit an OPC for remaining regionalization CCTV to be completed by ALCOSAN. Updated transfer agreements for each POC are expected to be provided by ALCOSAN via DocuSign by end of Spring 2024.
 - b. Phase II COA Deliverables
 - i. SSOEP/ Alternatives Analysis due on 12/31/23. 3RWW to request an extension of this due date. SSOEP extension approved by PaDEP to June 30th, 2024.
 - ii. M-44/49 - Source Flow Reduction project alternatives analysis initiated by LSSE. LSSE identified source flow reduction targets associated with the Phase II COA for both M-44 and M-49. LSSE utilized prior flow monitoring as well as contemporary flow monitoring and nighttime flow isolation studies. Evaluation is ongoing. Based on the analysis, the proposed scope of work for the M-44 and M-49 SFR projects includes approx. 12,000 LF of lining with an opinion of probable construction cost ranging between \$750K and \$1M. Design required to 09/2024 and construction completion required in by 12/2025.
 - iii. M-44 – NFIS completed first week of March 2024. SFR scope generally includes a combination of suspected water main break repairs and removal of lateral infiltration.
 - iv. M-45 – LSSE coordinating with 3RWW on modeling of GROW funded projects in Homestead regarding percent capture calculations. Preliminarily, percent capture will be in the low 80% range suggesting an additional BMP will need sited above Homestead (In Munhall). Conceptual green infrastructure project at Munhall Fire DEPT #1 to be submitted for Community project funding and ALCOSAN GROW programs. This project would include approx. 2,000 LF of storm sewer installation to redirect storm flow away from the M-45 sewer shed towards green infrastructure installations.
 - v. M-49 SSOEP to be completed by 3RWW PM team.
 - vi. M-49 LOI bypass information to be submitted by LSSE for GROW grant cycle 9 by 01/05/24. Preliminary indication is that ALCOSAN will approve this information and authorize MSSMA to proceed with the application which will be due 06/30/24. MSSMA board authorized LSSE to proceed with design document preparation. Design to be initiated. ALCOSAN approved this waiver and directed MSSMA to proceed with the application which will be due 06/30/2024. This project was also included in the submittal for FY 2025 Community Project Funding.
 - c. Multi-Municipal Collaboration
 - i. 3RWW to take the lead on development of the multi-municipal SSOEP for M-49/Ravine St.
 - ii. LSSE attended the 11/30/23 3RWW engineers meeting. Discussion topics included the impact on the West Mifflin lift station upgrades on the hydraulics of the Ravine St. trunk sewer and initial discussion in terms of the SSOEP alternatives analysis. Homestead provided some data and 3RWW is acquiring additional data with respect to source flow reduction efforts.
 - iii. The 3RWW team evaluated SSO/CSO structures and the frequency over overflows, incorporating the reduction associated with lack of flow from the WM pump station and prospective 10% reduction projects. The work is projected to put MSSMA in compliance for ALCOSAN POC M-49.

- d. MSSMA O&M program – “5 Phase Initiative”
 - i. Final pay request approved at March 2024 Board meeting. Contract CLOSED out. Requested authorization in May 2024 for Phase 3 CCTV.
- e. Funding opportunities
 - i. DCED ARPA H20PA funding application
 - A. LSSE to support manager on tasks as needed/as requested basis. Anticipated notice of award is fall 2023.
 - B. At the December 19th, 2023 CFA board meeting, MSSMA was awarded the following grants.
 - 1 Phase I SSI - \$300,000.00 – It is anticipated that this work will be compiled for the M-49 SFR repairs for design completion by September 2024 and construction in 2025.
 - 2 West Run J-35 - \$146,000.00 – Board authorized LSSE to begin at the January 2024 Board meeting. Surveys are scheduled for 02/09/24.
 - MSSMA board authorization to proceed with design document prep.
 - ii. Statewide LSA Funding Application
 - A. Funding application to be released in September, due at the end of the November. Concept is to apply for utility truck and/or flushing truck. LSSE to collaborate with manager. Application submitted 11/2023.
 - iii. ALCOSAN GROW Funding
 - A. LOI for the conceptual green infrastructure (GI) project at Munhall Fire Dept #1 was submitted for the ALCOSAN GROW grant programs by the post-marked deadline date of 03/29/2024.
- f. West Run J-35 Sewer Improvements
 - i. Project is progressing through design.

SOLICITOR'S REPORT

- 1. Transfer Agreements – Solicitor, Manager, and Engineer are continuing work on logistics of three transfers. M-45 transmissions completed.
- 2. Consent order compliance – being worked on
- 3. Easement Encroachment Agreements – working to finalize agreement
- 4. US Steel Property – proposal pending

MANAGER REPORT (As Distributed)

Tap In Permits/New Connections (status)

- 1. 700 Block of 11th – Fee FD
- 2. Superior St/Ellsworth – Application sent
- 3. St. Rita/Convent – Tap fees and EDU

Phase 2 consent order

- 1. SSOEP extension is approved by PA DEP and to be submitted by 6/30/24
- 2. M45- 10% project has been identified and funding applied through grow and 2025 Pa Senate Appropriations (community grant) along with Grow #9 for the match.
- 3. M44- NFIS done, system is not as leaky as suspected. Most likely private laterals and small defects. Lining of this section would not be cost effective based on what flow it would remove.
- 4. M49- 10% project(s) have been identified and GROW funds along with PA Small Water and Sewer Grants have been applied for.

2023 Audit

- 1. Working on the MD&A for the auditor for this years audit

Deduct Meter Policy

- 1. In progress (application and instructions need created)

Encroachment Policy

- 1. On hold

Employee Update

1. Applicants have been sorted and we have 2 good applicants.

Waterfront Pump Station Parking Pad

1. Survey Completed, drawing complete, Solicitor is talking to legal staff at US Steel for approval for the pad.

Monthly Updates

1. HRTS – Waiting on final transfer docs from ALCOSAN
2. West Run Transfer - Waiting on final transfer docs from ALCOSAN
3. GIS online – ongoing
4. Rules and Regs – nearly complete. Ongoing
5. Funding opportunities –
 - a. LSA (equipment), truck & sewer cleaning and inspection equipment submitted on 11/29/23. On track to be approved by 09/2024
 - b. Letter to request LOI Phase for GROW 9 was sent by LSSE with 4 locations in the M49 watershed. Design started
 - c. 2025 Senate Appropriations Grant that authorities were invited to apply, was due 03/29/24, The M45 combined sewer redirect project was submitted. The match was also applied for under GROW 9.
6. Security system install complete.
7. PMAA is in Hershey this year, room blocks are open. Let us know who would like to attend.

Legal Tax Deposits

1. Total collections for the month of March 2024 are as follows: \$212,622.95 total collected, less \$13,999.84 in fees and commissions equals a total NET collection of \$198,623.11.
2. Total credit card collections for the month of February 2024 (deposited in March 2024) are as follows: \$100,872.95 total collected, less \$4,501.46 in fees and commissions equals a total NET collection of \$96,371.49.

Dye Tests

1. There was a total of 17 dye test certificates processed in March 2024. 16 of them were in the separate system with 1 in the combined system.

OLD BUSINESS:

NEW BUSINESS:

MOTIONS:

- a. Motion to approve the meeting minutes from the Regular monthly meeting held on March 6th, 2024 as distributed to the board. First by Mr. DeMartino. Second by Mr. Bovee. All in favor. No opposed. Motion carries
- b. Motion to approve the payment of bills as submitted to the Board, for the period March 1st to March 31st, 2024, in the amount of \$61,985.33. First by Mr. Barca. Second by Mr. Bovee. All in favor. No opposed. Motion carries.
- c. Motion to approve the gross payroll for the month of March 2024 in the amount of \$7,794.50. First by Mr. Barca, Second by Mr. Bovee. All in favor. No opposed. Motion carries.
- d. Motion to ratify the Authority's application to the 2025 PA Senator Appropriations Community Grant along with the matching funds grant for GROW 9 for the M45 10% flow reduction as part of our current consent order requirements. First by Mr. Bovee. Second by Mr. DeMartino. All in favor. No opposed. Motion carries.
- e. Motion to approve the Bid Bond refund to Edge AI in the amount of \$12,624.00. First by Mr. Barca. Second by Mr. Bovee. All in favor. No opposed. Motion carries.

- f. Motion to approve the refunds on the following closed/final accounts:
1401 Martha Street - \$ 104.23
First by Mr. DeMartino. Second by Mr. Bovee. All in favor. No opposed. Motion carries.

PUBLIC COMMENTS

Donna Ondo asked about recording the meetings to be put on our website. The Board said that was possible. We do audio record each meeting and that can be put on the MSSMA website.

Motion to adjourn at 6:48pm First by Mr. Barca. Second by Mr. Ballas.

Next regular meeting to be held Wednesday, May 1st, 2024 at 6:00 pm.

AS APPROVED AT THE MAY 1ST, 2024 REGULAR MEETING

David Younkings, Chairman, MSSMA