

**MUNHALL SANITARY SEWER MUNICIPAL AUTHORITY
REGULAR MEETING MINUTES
Wednesday June 5th, 2024**

Chairman Younkins called the Meeting to Order at 6:09 pm.

Pledge of Allegiance

Motion to ratify the employment offer to Mr. Samuel Oravetz as the working foreman for the Munhall Sanitary Sewer Municipal Authority. First by Mr. Barca, Second by Mr. Bovee. Welcome Sam to MSSMA!

Mrs. Cregan conducted roll call:

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

Also Present: Jacquelyne Coles, Office manager (absent)

Mr. Bajek, Engineer

Mr. Sportelli, Engineer

Mr. Nicholas, Solicitor

Mr. Gannon, Solicitor

Toni Cregan, Office Assistant

ANNOUNCEMENTS: Welcome Sam Oravetz to the team!

PUBLIC COMMENTS: none

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. MSSMA and LSSE are coordinating to obtain additional quotes. Plavchak Construction responded with a quote for \$24,500.00 via email dated 5/24/2024.

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). Repair completed. LSSE to review contractor's invoice upon receipt.

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. LSSE issued construction plan review letter dated 04/01/2024. LSSE received response letter and revised drawings via email dated 05/15/2024. LSSE to respond prior to June Board meeting.

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. April 2024 had 9 SSO's and 12 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. Revised transfer agreement expected from ALCOSAN in May/June. LSSE to follow up on timeline.
 - 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. LSSE is drafting a memorandum regarding lateral infiltration and waterline infiltration observation for review. ALCOSAN is also planning a micro-monitoring program in the M-44 sewer shed. A kickoff meeting was held 05/02/2024.
 - 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. The Service Order Authorization for design will be forwarded, currently LSSE is refining the proposed scope of work.
 - 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 Mon-Valley all engineers meeting held on 04/25/2024.
 - 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.

6. MSSMA O&M program – “5 Phase Initiative”
 - i. Phase III O/M Inspections and Repairs Contract
 - A. Planning/design tentatively scheduled to begin spring 2024. Tentative project schedule would be to bid the project in June, award in July, and start in August/September. Board authorization for bidding will be requested in May 2024 meeting. LSSE is requesting the Boards Authorization to begin contract document preparation.
7. 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.
 - 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. FY 2025 Community Project Funding
 - A. LSSE is supporting administration on the grant applications referenced above prior the March 29,2024 deadline.
 - iv. ALCOSAN GROW Funding
 - A. M-49 LOI bypass/waiver information submitted by LSSE for Grow grant cycle 9 January 5, 2024. ALCOSAN approved this waiver and directed MSSMA to proceed with the application which will be due by 06/30/2024.
 - B. 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.
 - C. GROW applications are being drafted for submittal by June 28th, 2024. A resolution for each application has been drafted.
8. West Run J-35 Sewer Improvements
 - i. Project is progressing through design. LSSE is seeking authorization to bid project via Quest CDN. Surveys completed 02/08/2024. Design Complete. Bid Opening scheduled for 06/20/2024 @ 11am.

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
5. Collections – met with LTS, sent detailed letter recapping the meeting. No response as of yet.

MANAGER REPORT (As Distributed)

1. No updates

Legal Tax Deposits

1. Total collections for the month of May 2024 are as follows: \$343,255.73 total collected, less \$19,062.66 in fees and commissions equals a total NET collection of \$324,193.07.
2. Total credit card collections for the month of April 2024 (deposited in May) are as follows: \$120,283.40 total collected, less \$6,094.27 in fees and commissions equals a total NET collection of \$114,189.13.

Dye Tests

1. There was a total of 23 dye test certificates processed in May 2024. 20 of them were in the separate system with 3 in the combined system.

OLD BUSINESS:

NEW BUSINESS: Board wants to work on a cell policy and vehicle use policy for the Authority
Board discussed getting the ball rolling on a second hire for labor position for Authority.

MOTIONS:

- a. Motion to ratify the purchase of the 2023 Ford Transit Connect in the amount of \$39,848.20 from Woltz Wind Ford through the COSTARS program. First by Mr. Barca. Second by Mr. Bovee. All in favor. No opposed. Motion carries.
- b. Motion to approve the meeting minutes from the Regular monthly meeting held on May 1st, 2024 as distributed to the board. First by Mr. Bovee. Second by Mr. Barca. Mr. Ballas abstained due to not being present at the May meeting. No opposed. Motion carries
- c. Motion to approve the payment of bills as submitted to the Board, for the period May 1st – May 31st, 2024, in the amount of \$70,469.34 (includes Brookline Plumber invoice previously approved) First by Mr. Ballas. Second by Mr. Bovee. All in favor. No opposed. Motion carries.
- d. Motion to approve the gross payroll for the month of May 2024 in the amount of \$13,986.35(3 pays in May as well as an additional employee) First by Mr. Barca, Second by Mr. Ballas. All in favor. No opposed. Motion carries.
- e. Motion to approve Resolution 2024-02 for the GROW #9 Application for the M45 Sewer Shed Green Infrastructure Project in the amount of \$2,352,000.00. First by Mr. Ballas. Second by Mr. Bovee. All in favor. No opposed. Motion carries.
- f. Motion to approve Resolution 2024-03 for the GROW #9 Application for the M49 Sewer Shed Source Flow Reduction Project in the amount of \$1,012,000.00. First by Mr. Bovee. Second by Mr. Ballas. All in favor. No opposed. Motion carries.
- g. Motion to approve the repair of the spare pump in the amount of \$2,426.00 as recommended by the engineer. First by Mr. Ballas. Second by Mr. Bovee. All in favor. No opposed. Motion carries.
- h. Motion to approve the repair of the control panel in the amount of \$6,875.69 as recommended by the engineer. First by Mr. Barca. Second by Mr. DeMartino. All in favor. No opposed. Motion carries.
- i. Motion to approve refunds on the following final/closed accounts:
3317 Edward Street - \$29.88
2424 Perry Street - \$27.25
First by Mr. Barca. Second by Mr. Ballas. All in favor. No opposed. Motion carries.

Motion to adjourn at 6:50pm First by Mr. Barca. Second by Mr. Ballas.

Next regular meeting to be held Wednesday, July 3rd, 2024 at 6:00 pm.

AS APPROVED AT THE JULY 3RD, 2024 REGULAR MEETING

David Younkins, Chairman, MSSMA