

**MUNHALL SANITARY SEWER MUNICIPAL AUTHORITY
REGULAR MEETING MINUTES
Wednesday October 2nd, 2024**

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

Pledge of Allegiance

Mrs. Coles conducted roll call:

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

Also Present: Jacquelyne Coles, Office manager

Mr. Sportelli, Engineer

Mr. Nicholas, Solicitor

Mr. Gannon, Solicitor

Toni Cregan

ANNOUNCEMENTS: None

PUBLIC COMMENTS: None

ENGINEER'S REPORT (Report Attached)

1. Miscellaneous Tasks –
 - a. Waterfront Pump Station Parking Pad
 - i. LSSE preparing to bid subject project pending resolution of U.S. Steel easement. LSSE to evaluate generator exhaust issue as part of August 2024 power failure.
 - b. Sunset Drive/MH 299
 - i. Complete
 - c. WMSSMA Homeville Pump Station
 - i. Agreement between MSSMA, WMSSMA, and ALCOSAN approved by ALCOSAN at the ALCOSAN board meeting on 8/29/2024. Agreement signed by Munhall Boro.
2. Developments –
 - a. Vondera Street
 - i. LSSE received a response letter and revised drawings September 13th, 2024. LSSE responded via letter 10/02/2024. Developers Agreement needs executed.
 - b. Steel Valley School
 - i. LSSE has reviewed redline markups to the developer's agreement and have no comments. DEP approved planning module by letter date 08/30/2024. Developers agreement signed and received 10/02/24.
3. Rules and Regulations
 - a. Review ongoing.
4. NPDES Permit tasks
 - a. August 2024 had 0 SSO's and 0 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. Revised Regional Transfer Agreement exhibit expected from ALCOSAN by 09/09/2024 via email to accommodate existing conditions of ownership of sewer lines on Greentree Road and Gates Drive attributed to PWSA. It's ALCOSAN's goal to have MSSMA regionalization sewers transferred by the end of the year.
 - b. Phase II COA Deliverables
 - i. M-44

- A. LSSE is coordinating with David Rowland from PAWC on potential water main break. LSSE is coordinating with solicitor regarding lateral infiltration at 2107 West Run Rd.
 - ii. M-45
 - A. Final design work is in progress
 - iii. M-49
 - A. SSOEP to be completed by 3RWW for submittal by 09/30/2024. LSSE to provide SFR information to be included in section 4. Final design work is in progress for a September 30th submission.
 - c. Multi-Municipal Collaboration
 - i. Multi-Municipal Mon Valley meeting to be held 10/10/2024.
6. MSSMA O&M program – “5 Phase Initiative”
- i. Phase III O/M Inspections and Repairs Contract
 - A. Contract bid date was 10/01/2024. Contract to be awarded to Edge AI as the lowest bid.
7. GIS Mapping
- i. GIS deliverable planned for the end of the year to include mapping updates identified in the year 3 O&M CCTV program.
8. Funding opportunities
- a. DCED ARPA H20PA Funding Application
 - b. Statewide LSA Funding Application
 - c. ALCOSAN GROW funding
 - i. ALCOSAN meeting on grant award decision held on 09/26/2024. Results to be announced via letter.
 - d. Allegheny County GEDTF Grants
 - i. The M-45 GI project grant application was submitted on 08/30/2024
 - e. EPA Inflation Reduction Act Community Change Grants
 - i. Grants open until November 21, 2024
 - ii. Potential to submit for M-45 GSI project
9. West Run J-35 Sewer Improvements
- i. Pre-Construction meeting was held the week of August 12th. Construction scheduled to begin on October 9th, 2024. LSSE to provide RPR for on-site services in lieu of MSSMA foreman.

SOLICITOR'S REPORT

1. Transfer Agreements – Solicitor, Manager, and Engineer are continuing work on logistics of the remaining 2 transfers. ALCOSAN recently provided a copy of the M-49 agreement. Solicitor is reviewing the same.
2. Homestead Run Stream Retaining Wall and Culvert
3. Consent order compliance – being worked on
4. Collection matters – no response to correspondence.
5. Rules and Regulations – working on finalizing
6. US Steel Property – in communication with counsel. Proposal pending
7. Personnel manual review – cell/vehicle policies in manual for board consideration
8. Elementary School developer's agreement – solicitor awaits further direction
9. WMSSMA – agreement by both parties. Solicitor awaits further direction, if any.
10. Landlord Tennant billing – manager and solicitor to continue reviewing policy considerations.

MANAGER REPORT (As Distributed)

Tap-in Permits. New connections

1. 719 E 11th – waiting for easement/agreement for shared tap in
2. Superior St/Ellsworth – application sent
3. St. Rita/Convent – tap fees and EDU
4. Plate Mill Site – under construction
5. Steel Valley Elementary School – Developers Agreement

Phase 2 Consent Order

1. SSOEP extension is approved by PA DEP and to be submitted 09/30/24.
2. M-45 – GROW application submitted by LSSE on 06/28/24 – waiting for Senate

3. M-44 – micro monitoring is being conducted by ALCOSAN
4. M-49 – GROW application submitted by LSSE on 06/28/24.

ALCOSAN & Trunk Sewer Transfers

1. M-45 – completed and executed
2. M-44 – West Run Sewer in progress
3. M-49 – Homestead Run/Ravine in progress, signatures have been requested, transfer agreement sent to GTN for review prior to submission.

Phase 3 CCTV Project

1. Sam is working on locating and marking all manholes, verifying size, condition and if it can be opened prior to the start of the project.

SVSD Elementary Construction

1. Sent developer's agreement over to school
2. Contractor knocked off cone while excavating and knocked a bunch of dirt into the manhole. The line is still flowing, but it is noted and documented in case a vactor truck is needed.

Deduct Meter Program

1. In progress (application and instructions need created)

Employee Update

- a. Update to be discussed in executive session

Waterfront Pump Station

1. Survey completed. Drawing completed. Solicitor is talking to legal staff at US Steel for approval for parking pad.
2. Issue at pump station on 08/26/2024, and the generator was running and there was no power coming in to the station. Issue was underground and on the line that services the Rivers of Steel pump house. Discussion on plumbing the exhaust for the generator outside.

Monthly updates

1. PMAA in Hershey 9/15-9/18
2. Pryor learning @ \$299/year
3. Door hangers for field inspections have been sent to printers

Field Operations Report: available upon request

Legal Tax Deposits

1. Total collections for the month of September 2024 are as follows: \$206,394.26 total collected, less \$13753.25 in fees and commissions equals a total NET collection of \$192,641.01
2. Total credit card collections for the month of August 2024 (deposited in September) are as follows: \$135,188.36 total collected, less \$6,200.15 in fees and commissions equals a total NET collection of \$128,988.21.

Dye Tests

1. There was a total of 11\8 dye test certificates processed in September 2024. 14 were in the separate system and 4 in the combined.

OLD BUSINESS: None

NEW BUSINESS: None

MOTIONS:

- a. Motion to approve the meeting minutes from the Regular monthly meeting held on September 4th, 2024 as distributed to the board. First by Mr. DeMartino. Second by Mr. Ballas. All in favor. No opposed. Motion carries
- b. Motion to ratify the reimbursement to Joseph Ballas from the PMAA conference for his hotel stay and scooter rental in the amount of \$561.78. First by Mr. DeMartino. Second by Mr. Barca. Abstention by Mr. Ballas due to direct involvement. No opposed. Motion carried.
- c. Motion to approve the payment of bills as submitted to the Board, for the period September 1st – September 30th, 2024, in the amount of \$34,390.24. First by Mr. Barca. Second by Mr. Ballas. All in favor. No opposed. Motion carries. *Mr. Demartino reviewed and approved the bill list

- d. Motion to approve the gross payroll for the month of September 2024 in the amount of \$13,900.52. First by Mr. Ballas, Second by Mr. DeMartino. All in favor. No opposed. Motion carries.
- e. Motion to award the 2024 O&M CCTV Phase 3 project to Edge AI, with a project award of not to exceed \$123,900.00. First by Mr. Ballas. Second by Mr. Barca. All in favor. No opposed. Motion carried.
- f. Motion to approve refunds on the following final/closed accounts:
612 William Marks Way - \$86.69
101 Union Street - \$98.62
First by Mr. DeMartino. Second by Mr. Ballas. All in favor. No opposed. Motion carries.
- g. Motion to approve accounts as presented to the board for balance write offs for uncollectable debt due to lots being vacant without a structure in the total amount of \$22,965.91. Individual Accounts to be identified. Roll call vote. Mr. Bovee- yes, Mr. Barca – yes, Mr. DeMartino – yes, Mr. Ballas – yes. All in favor. Motion carried.

Motion to enter executive session @ 7:27 pm to discuss personnel and potential litigation. First by Mr. Bovee. Second by DeMartino

Motion to adjourn at 7:34pm. First by Mr. DeMartino. Second by Mr. Bovee.

Next regular meeting to be held Wednesday, November 6th, 2024 at 6:00 pm.

AS APPROVED AT THE NOVEMBER 6TH, 2024 REGULAR MEETING

David Younkins, Chairman, MSSMA