

# MUNHALL SANITARY SEWER MUNICIPAL AUTHORITY

## REGULAR MEETING MINUTES

### Wednesday November 6<sup>th</sup>, 2024

Chairman Younkins called the Meeting to Order at 6:02 pm.

Pledge of Allegiance

Mrs. Coles conducted roll call:

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

Also Present: Jacquelyne Coles, Office manager

Mr. Bajek, Engineer

Mr. Sportelli, Engineer

Mr. Gannon, Solicitor

Toni Cregan

ANNOUNCEMENTS: None

PUBLIC COMMENTS:

Donna Ondo asked about the breakdown of payroll. She also inquired about the property acquisition motion.

What is the property location and when will the information be available to the public.

Matt Bovee responded stating that the information will be public once it is finalized.

Rene Frye asked if there is grant money available for the property acquisition. Matt Bovee responded that the purchase will be made out of the general operating account.

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. Work currently on hold because of utility easement conflict.
2. Developments –
  - a. Vondera Street
    - i. LSSE received a response letter and revised drawings September 13<sup>th</sup>, 2024. LSSE responded via letter 10/02/2024. Developers Agreement needs executed. Drawings now meet criteria.
  - 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. Status update letter to MSSMA issued 10/11/2024. Cost estimate and quantity take-off remain pending.
3. Rules and Regulations
  - a. Review ongoing.
4. NPDES Permit tasks
  - a. September 2024 had 0 SSO's and 5 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. Multi-Municipal Mon Valley Meeting held 10/10/2024 discussing compliance.
    - ii. M-44
      - A. Final data submission received from ALCOSAN on 10/21/2024. Most significant sources of RDI/I were along Grace St. and Locust Way. These sewers are to be added to 2024 O&M CCTV scope.
      - B. LSSE is coordinating with David Rowland from PAWC on potential water main break. Two water service lines and one main line repair completed. PAWC investigation still being conducted.
    - iii. M-45
      - A. Final design work is in progress
    - iv. M-49
      - A. SSOEP to be completed by 3RWW for submittal by 12/31/2024. LSSE to provide SFR information to be included in section 4 by 11/08/2024.
  - 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
    - i. Concept is to apply for funding associated with potential new building. Resolution for 2024 LSA grant on agenda.
  - 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. M-45 GI project grant application was submitted on 08/30/2024

## 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. Elementary School developer's agreement – MOU and tap in fees.
8. WMSSMA – agreement by both parties. Solicitor awaits further direction, if any.
9. Landlord Tennant billing – manager and solicitor to continue reviewing policy considerations.

MANAGER REPORT (As Distributed)

Tap-in Permits. New connections

1. 719 E 11<sup>th</sup> – Fee PD/ waiting for easement/agreement for shared easement
2. St. Rita/Convent – Tap fees and EDU
3. Plate Mill Site – under construction
4. Steel Valley Elementary School – Developers Agreement
5. 1850 West Street – redevelopment

Phase 2 Consent Order

1. M-45 – GROW #9 approved at 67% funded. Also have GEDTF Application that would have project completely funded.
2. M-49 – Source Flow Elimination project

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. Edge AI has been awarded the contract and have begun work.
2. The initial plan is to have the field employees shadow the crew from Edge so they can learn how to operate the system in real time.

SVSD Elementary Construction

1. MOU and Tap In payment arrangement have been dispersed to all parties.

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.
3. Inter-municipal Services Agreement with WMSSMA expires July 2025. We will need to have everything in place to have our field employees service the station and do checks.

Monthly updates

1. Budget in in progress
2. Employee reviews have been conducted
3. Open enrollment has been completed for our covered employee
4. Billing providers are being interviewed
5. IT professionals are being interviewed for services.

Field Operations Report: available upon request

Legal Tax Deposits

1. Total collections for the month of October 2024 are as follows: \$222,977.04 total collected, less \$20,008.15 in fees and commissions equals a total NET collection of \$202,968.89.
2. Total credit card collections for the month of September 2024 (deposited in October) are as follows: \$102,570.80 total collected, less \$4,210.45 in fees and commissions equals a total NET collection of \$98,360.35.

Dye Tests

1. There was a total of 20 dye test certificates processed in October 2024. 14 were in the separate system and 6 in the combined.

OLD BUSINESS: None

NEW BUSINESS: None

MOTIONS:

- a. Motion to amend the agenda to add 2 additional motions that are listed on the agenda as announcements. First by Mr. Barca. Second by Mr. Bovee All in favor. No opposed. Motion carries.
- b. Motion to ratify the employment offer to Jason Panuccio as the laborer for MSSMA. Jason will attend the meeting on December 4<sup>th</sup> to meet the board. First by Mr.Barca. Second by Mr. Ballas. All in favor. No opposed. Motion carries.
- c. Motion to ratify the MOU and Tap In Fee Agreement agreed upon by the SVSD and MSSMA in regards to the consolidated Elementary School Project. First by Mr. DeMartino. Second by Mr. Barca. All in favor. No opposed. Motion carries.
- d. Motion to approve the minutes from the October monthly meeting as distributed to the board. First by Mr. Ballas. Second by Mr. DeMartino. All in favor. No opposed. Motion carries.
- e. Motion to approve the payment of bills as submitted to the Board, for the period October 1<sup>st</sup> – October 31<sup>st</sup>, 2024, in the amount of \$729,744.78 (this amounts includes the quarterly Alcosan and Homestead apartments statement).First by Mr. Bovee. Second by Mr. Barca. All in favor. No opposed. Motion carries.  
\*Mr. Demartino reviewed and approved the bill list
- f. Motion to approve the gross payroll for the month of October 2024 in the amount of \$12,843.73. First by Mr. Bovee, Second by Mr. Ballas. All in favor. No opposed. Motion carries.
- g. Motion to possibly move forward with a property acquisition. Tabled until after Executive Session.
- h. Motion to approve the resolution for the application to the LSA Statewide Grant due by November 30<sup>th</sup>, 2024. This can be used for a truck, equipment, office equipment etc.. First by Mr. DeMartino. Second by Mr. Ballas. All in favor. No opposed. Motion carries.
- i. Motion to approve refunds on the following final/closed accounts:  
3536 York Street - \$148.74  
First by Mr. DeMartino. Second by Mr. Bovee. All in favor. No opposed. Motion carries.

Comment/Concerns:

Donna Ondo questioned budget. She would like to know who all attended the PMAA conference this year as well as the spring ALOM conference. Also questioned why recordings are not on website. She was informed that we can gather and get her the requested information regarding conference attendance and that the files for audio are too large to upload on site. Minutes will continuously be posted on the website and we can answer any additional questions.

- j. Motion to enter executive session @ 7:11 pm to discuss personnel and property acquisition. First by Mr. DeMartino. Second by Mr. Barca. Exited executive session @ 7:41pm
- k. Motion to continue moving forward with property acquisition. First by Mr. Bovee. Second by Mr. DeMartino. All in favor. No opposed. Motion carries.

Motion to adjourn at 7:42pm. First by Mr. Ballas. Second by Mr. Bovee.

Next regular meeting to be held Wednesday, December 4<sup>th</sup>, 2024 at 6:00 pm.

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AS APPROVED AT THE DECEMBER 4<sup>TH</sup>, 2024 REGULAR MEETING

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*David Younkins, Chairman, MSSMA*