

**MUNHALL SANITARY SEWER MUNICIPAL AUTHORITY
REGULAR MEETING MINUTES
Wednesday February 5th, 2025**

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

Pledge of Allegiance

Mrs. Coles conducted roll call:

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

Also Present: Jacquelyne Coles, Office manager

Mr. Bajek, Engineer

Mr. Nicholas, Solicitor

Toni Cregan, Office

ANNOUNCEMENTS:

None

PUBLIC COMMENTS OR QUESTIONS ON AGENDA ITEMS:

Mrs. Frye: questioned how many additional employees would be need to handle the storm system and would MSSMA need additional equipment?

Mr. Barca: we do not know yet, it's something that needs to be discussed.

Mr. Younkins: yes, equipment would be needed but that's down the road

ENGINEER'S REPORT (Report Attached)

1. Miscellaneous Tasks –

- a. Waterfront Pump Station Parking Pad
 - i. LSSE to update construction drawings to include the boundaries of the US Steel easement once finalized.
- b. 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 through the remainder of 2024 because of utility conflicts with Duquesne Light and PA American Water.
- c. M-49 culvert inspection reports were provided by MSSMA. LSSE has completed review of materials provided and created exhibits summarizing the most recent existing conditions observations included in the reports. PennDot has been inspecting every 2 years and there has no been much change over time.

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. Status update letter to MSSMA issued 10/11/24. Shop drawing review letter issued 10/24/24. Cost-estimate and quantity take-off remain pending. Relocation completed, testing remains. All manholes installed, inspection completed 01/08/2025. Sanitary Sewer relocation has been completed. Testing complete. MSSMA staff has been observing sewer construction.
- c. 881 East Waterfront Drive
 - i. Developer has submitted construction plans and PaDEP planning module. The Planning module was approved by PaDEP in November 2022 for 28 EDU's (11,200 gpd). Updated utility plans dated 12/19/24 reflecting a subdivided lot was submitted by developer's engineer. Utility plan review letter transmitted 01/22/2025. Developer's Engineer responded to letter on 01/31/2025, requesting MSSMA mapping and rules and Regulations be transmitted for their reference in revising Development plans. Follow up meeting has been scheduled with Developer engineer, LSSE, and the

Authority Mgr on 02/04/2025.

3. Rules and Regulations
 - a. Review ongoing. Priority to be given to language updates regarding service laterals located under public roadways, dye testing by MSSMA staff (including fees, stormwater management, downspout disconnection, and multiple EDU tap in permits with a structured fee schedule.
4. NPDES Permit tasks
 - a. December 2024 had – 0 SSO's and – 3 CSO's.
 - b. Visual inspections – performed by MSSMA staff
 - 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. LSSE issued regionalization repair CCTV data to ALCOSAN on 08/18/2023.
 - ii. ALCOSAN issued review memo on 09/22/2023.
 - iii. M-44 Transfer agreement – executed by MSSMA and transmitted to ALCOSAN on 12/06/2024. ALCOSAN plans to submit for permit transfer of M-44 regionalization assets to PaDEP in January 2025.
 - iv. M-45 Transfer Agreement – the transfer has been completed, the assets transferred were located in Homestead Borough.
 - v. M-49 Transfer Agreement – ALCOSAN requested repairs have been completed and acknowledged by ALCOSAN. Authority Manager and ALCOSAN to meet regarding the steps in transfer process.
 - b. Phase II COA Deliverables
 - i. Phase 2 COA 2024 progress reports – submitted 06/27/2024
 - ii. Latest multi-municipal Mon-Valley meeting held on 10/10/2024.
 - iii. M-44
 - A. Design required by September 2024 and construction completed by December 2025. SFR scope generally includes a combination of suspected water main break repairs and removal of lateral infiltration. Letter to be drafted to homeowners with excessive lateral infiltration.
 - iv. M-45
 - A. Final design work is in progress. A conceptual drawing and current design sheet were provided to PJ Ostrowski at the Munhall Fire Department Station 200. The overall M-45 list of projects report was submitted by 3RWW to ACHD/PaDEP on 12/19/24. Meeting to be held early 02/2025 with the Fire Dept., MSSMA, and LSSE in order to gauge stakeholder feedback before finalizing project design documents.
 - v. M-49
 - A. SSOEP to be completed by 3RWW for submittal by 12/31/2024. LSSE provided SFR information to be included in Section 4 on November 8th, 2024. Report under final review. Permits were submitted on 12/12/24. Bidding tentatively scheduled for spring 2025. Easement acquisition may be required to facilitate site access for planned repairs in the Creek street work area. LSSE to coordinate with MSSMA and GTN. The SSOEP was submitted by 3RWW to ACHD/PaDEP on 12/19/24.

Permits were submitted on 12/12/24. Bidding tentatively scheduled for Spring 2025. Easement acquisition may be required to facilitate site access for planned repairs in the Creek St. work area. Acquisition of a temporary easement may be required for planned repairs. Additional permanent easement may be required for SSL on Vine Street. LSSE to coordinate with MSSMA and GTN along with the property owners.
6. MSSMA O&M program – “5 Phase Initiative”

- i. Phase III O/M Inspections and Repairs Contract
 - A. Partial payment No. 3 submitted by Edge AI on 02/22/2025. LSSE issued a letter dated 02/03/2025 recommending the payment of \$4,657.14
 - B. MSSMA requested that an additional 1,670 of televising be added in the Phase 3 O&M scope in the M-49 sewershed. Additionally, MSSMA requested that a pipe segment in the M-44 sewershed be added to the televising scope in order to assess potential causes of basement backups reported by 130 W. Miller Ave.
- 7. West Run J-35 Sewer Improvements
 - i. Construction has been completed. Final Change order and Payment Request No. 1 was recommended for payment by letter December 4, 2024 in the amount of \$85,342.30. Currently withholding 5% retainage associated with testing and closeout.
- 8. 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.
- 9. Funding opportunities
 - a. Next round of PASWS funding opened on 02/03/2025 and closes on 04/30/2025 for projects ranging from \$30,000.00 to \$500,000.00 in total costs. Grantees are responsible for a 15% match in costs along with a \$100 application fee.

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. M-44 executed and in movement.
2. In discussions about laterals under the street. Who is responsible?
3. Homestead Run Stream Retaining Wall and Culvert – solicitor in contact with all parties.
4. Consent order compliance – being worked on
5. Collection matters – no response to correspondence. Will schedule another meeting.
6. Rules and Regulations – working on finalizing
7. US Steel Property – proposed easement is pending

MANAGER REPORT (As Distributed)

1. Individual laterals
2. Intermunicipal agreement for pump station is set to expire July 2025. Working on a new agreement with West Mifflin.
3. Edge AI is doing great work
4. M44 is set to be transferred.
5. IT company quotes
6. Edge AI offered to host all of MSSMA CCTV videos for all phases.
7. Rules and Regs are ongoing.
8. SVSD tap in is paid in full. The escrow has been depleted and correspondence was sent to the business manager with the amount due.

Field Operations Report: available upon request

Legal Tax Deposits

1. Total collections for the month of January 2025 are as follows: \$203,599.81 total collected, less \$9,876.80 in fees and commissions equals a total NET collection of \$193,723.01
2. Total credit card collections for the month of December 2024 (deposited in January 2025) are as follows: \$101,755.91 total collected, less \$4,470.28 in fees and commissions equals a total NET collection of \$97,283.63.

Dye Tests

1. There was a total of 10 dye test certificates processed in

January 2025. 6 were in the separate system and 4 in the combined.

OLD BUSINESS: None

NEW BUSINESS: None

MOTIONS:

- a. Motion to ratify the employee payment in lieu of healthcare benefit to \$4,000.00/year and paid to employees who qualify. First by Mr. Barca. Second by Mr. Ballas. All in favor. No opposed. Motion carries
- b. Motion to approve the meeting minutes from the Regular monthly meeting held on January 8th, 2025 as distributed to the board. First by Mr. DeMartino. Second by Mr. Ballas. All in favor. No opposed. Motion carries
- c. Motion to approve the payment of bills as submitted to the Board, for the period January 1st – January 31st, 2025, in the amount of \$678,825.06. (this total includes the quarterly ALCOSAN bill and Homestead bill) First by Mr. Ballas. Second by Mr. Barca. 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 January 2025 in the amount of \$17,680.02. First by Mr. Ballas, Second by Mr. Barca. All in favor. No opposed. Motion carries.
- e. Motion to approve Change Order #1 extending the Phase 3 CCTV project an additional 6 weeks to complete by mid-March. First by Mr. DeMartino. Second by Mr. Ballas. All in Favor. No opposed. Motion carries.
- f. Motion to approve pay application #3 for the Phase 3 CCTV project to Edge AI in the amount of \$4,657.14. First by Mr. Ballas. Second by Mr. DeMartino. All in Favor. No opposed. Motion carries.
- g. Motion to reimburse the Manager for mileage in January 2025 in the amount of \$46.90. First by Mr. Barca. Second by Mr. Ballas. All in favor. No opposed. Motion carries.
- h. Motion to approve the following refunds for properties that have been sold with a credit:
 1. 3530 York Street – \$78.50 (last month)
 2. 442 E 10th - \$97.40
 3. 4462 Woodhill Drive - \$145.97
 4. 215 Gates Drive - \$21.61First by MR. DeMartino. Second by Mr. Barca. All in favor. No opposed. Motion carries.

GENERAL COMMENTS OR QUESTIONS FOR THE GOOD OF THE ORGANIZATION:

- i. Motion to enter executive session at 6:58pm to discuss property acquisition. First by Mr. DeMartino. Second by Mr. Barca. Exited executive session at 7:48pm.

Motion to adjourn at 7:49pm. First by Mr. DeMartino. Second by Mr. Ballas.

Next regular meeting to be held Wednesday, February 5th, 2025 at 6:00 pm.

AS APPROVED AT THE FEBRUARY 5TH, 2025 REGULAR MEETING

David Younkins, Chairman, MSSMA