

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

Chairman Younkins called the Meeting to Order at 6:01 pm.

Pledge of Allegiance

Mrs. Coles conducted roll call:

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

Also Present: Jacquelyne Coles, Office manager

Mr. Bajek, Engineer

Ms. Donaldson, Engineer

Mr. Nicholas, Solicitor

Toni Cregan, Office

ANNOUNCEMENTS:

None

PUBLIC COMMENTS OR QUESTIONS ON AGENDA ITEMS:

None

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. US Steel concerned with proximity to CSX rail line.
- 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. – no movement.
- 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. Memo is out.
- d. The Chapter 94 Report, Annual CSO status report, and municipal information request responses were transmitted on February 27th, 2025 to ALCOSAN.

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. Developer's engineer sent response letter and revised development plans to LSSE on 02/26/25. LSSE to review and issue comment letter. Developer's agreement to be updated to reflect EDU split between the two subdivided lots.

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. LSSE met with MSSMA and GTN on 02/17/25 to review the draft rules and regs pertaining to dye testing and private I&I. LSSE to review dye testing ordinances and dye test certifications escrow agreement language prior to next R&R meeting to be held 04/07/25.

4. NPDES Permit tasks

- a. December 2024 had – 0 SSO's and – 3 CSO's. January/February not available
- 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. Meeting held with project stakeholders on 02/12/25. LSSE to update drawings to reflect R-tank re-alignment and fence re-alignment discussed during meeting. Second meeting to be scheduled once updates are made to get final approval from Fire Dept. Written agreement between Munhall and MSSMA will be required prior to implementation of the project.
- 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.

LSSE to provide exhibits illustrating the proposed temporary and permanent easement boundaries to GTN and MSSMA for coordination with property owners. Survey completed for Vine St. permanent easement on 02/21/25. LSSE is requesting authorization to bid the M-49 Phase II COA source flow reduction and Phase I Sanitary Sewer Improvements projects, with proposed bid openings in April 2025 and award at the May 2025 meeting.

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 sewer shed. Additionally, MSSMA requested that a pipe segment in the M-44 sewer shed be added to the televising scope in order to assess potential causes of basement backups reported by 130 W. Miller Ave.
- C. Progress meeting No. 3 held on 02/19/25. Additional pipe segments in high GWI subunit located in M-44 sewer shed will be added to the televising scope.
- D. Partial payment request No. 4 submitted by Edge AI on 02/24/25. LSSE issued a letter recommending payment for \$16884,71.

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. LSSE to schedule a training session with Authority staff on new manhole physical survey form.

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. Projects need entered.

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 - solicitor, manager and engineer are addressing both compliance and municipal cooperation issues.
- 5. Collection matters – March 5th meeting occurred. Will await requested documents.

6. Rules and Regulations – working on finalizing

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. Edge AI offered to host all of MSSMA CCTV videos for all phases.
5. Rules and Regs are ongoing.
6. 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 February 2025 are as follows: \$247,882.87 total collected, less \$13,082.11 in fees and commissions equals a total NET collection of \$234,800.56.
2. Total credit card collections for the month of January 2025 (deposited in February 2025) are as follows: \$112,100.00 total collected, less \$4,977.92 in fees and commissions equals a total NET collection of \$107,122.08.

Dye Tests

1. There was a total of 12 dye test certificates processed in February 2025. 8 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 February 5th, 2025 as distributed to the board. First by Mr. Ballas. Second by Mr. Barca. All in favor. No opposed. Motion carries
- b. Motion to approve the payment of bills as submitted to the Board, for the period February 1st – February 28th, 2025, in the amount of \$56,159.53. First by Mr. Bovee. Second by Mr. Ballas. All in favor. No opposed. Motion carries. *Mr. Demartino reviewed and approved the bill list
- c. Motion to approve the gross payroll for the month of February 2025 in the amount of \$18,487.72. First by Mr. Ballas, Second by Mr. Barca. All in favor. No opposed. Motion carries.
- d. Motion to approve pay application #4 for the Phase 3 CCTV project to Edge AI in the amount of \$16881.71. First by Mr. Ballas. Second by Mr. Bovee. All in Favor. No opposed. Motion carries.
- e. Motion to approve IT Services for 3311 Main Street for a total annual cost of no more than \$5000/year for service AND equipment. First by Mr. Ballas. Second by Mr. DeMartino. All in Favor. No opposed. Motion carries.
- f. 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.
- g. Motion to approve the following refunds for properties that have been sold with a credit:
 1. 113 Lea St. - \$141.35
 2. 4522 Woodhill Dr. - \$22.88
 3. 123 Crawford Ave - \$130.32
 4. 4621 Woodhill Dr. - \$52.37
 5. 3648 Woodhill Dr. - \$ 2.76First by Mr. Ballas. Second by Mr. Bovee. All in favor. No opposed. Motion carries.

GENERAL COMMENTS OR QUESTIONS FOR THE GOOD OF THE ORGANIZATION:

- h. Motion to enter executive session at 7:26pm to discuss personnel matters. First by Mr. Barca. Second by Mr. Ballas. Exited executive session at 7:47pm.

Motion to adjourn at 7:49pm. First

Next regular meeting to be held Wednesday, April 2nd, 2025 at 6:00 pm.

AS APPROVED AT THE APRIL 2ND, 2025 REGULAR MEETING

David Younkins, Chairman, MSSMA