

MUNHALL SANITARY SEWER MUNICIPAL AUTHORITY

REGULAR MEETING MINUTES

Wednesday May 7th, 2025

Chairman Younkins called the Meeting to Order at 6:04 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

Mr. Gannon, Solicitor

Toni Cregan, Office

ANNOUNCEMENTS:

None

PUBLIC COMMENTS OR QUESTIONS ON AGENDA ITEMS:

ENGINEER'S REPORT (Report Attached)

1. Miscellaneous Tasks –

- a. Waterfront Pump Station Parking Pad
 - i. Plavchak Construction responded with a quote for \$24,500.00 in an email dated 05/24/2024. LSSE preparing to bid subject project pending resolution of US Steel Easement. LSSE is preparing bid documents, tentative bid opening is 6/26/2025.
- 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 transmitted M-49 Culvert materials Memo to MSSMA and GTN on 02/17/2025
- d. Potential Storm Sewer Transition to MSSMA
 - i. LSSE delivered MS4 presentation on 01-14-2025
 - ii. Meeting held 02-28-25 with LSSE, MSSMA, Munhall Engineer and Munhall Mgr. to discuss PRP implementation.

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's Engineer transmitted CCTV inspection footage and field investigation findings to LSSE for review on 4/25/25. LSSE completed review of the provided materials and determined that the submitted development plans comply with Authority rules & regs and industry standards for sanitary sewer service laterals. Execution of a Developer's Agreement to be negotiated between the Developer and the Authority Solicitor.

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. (meeting will need moved). LSSE has completed review of the updated time of sale Dye test resolution and attendant forms provided by GTN on 05/02/25.

4. NPDES Permit tasks

- a. March 2025 had – 0 SSO's and – 1 CSO.
- 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. M-44 water quality management permit amendments signed and returned to ALCOSAN 03/14/2025.
 - 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. The executed permit transfer documentation was sent back to ALCOSAN to 04/25/25.
- 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. Review of additional televising performed during Phase 3 O&M CCTV contract No. 24-S2 is complete, and several segments exhibiting visible I&I have been identified for repair. West James Street spot repair to be added to final repair scope for CFA approval to utilize remaining J-35 PASWS Grant funds for additional work.
- iv. M-45
 - A. LSSE has updated drawings to reflect R-tank realignment and fence realignment discussed during previous project stakeholder meeting. Second meeting to be scheduled to get final approval from FD. Permanent easement to be acquired for installed facilities.
- v. M-49
 - Bids for Contract Nos. 24-S3 and 24-S4 opened on 05/02/25. The low bidder for both contracts was Jet Jack, Inc. with total bids for each project in the amounts of \$631,200.00 (GROW) and \$280,320.00 (PASWS), respectively.

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. 5 submitted by Edge AI on 03/31/2025. LSSE issued a letter recommending payment for \$31,939.24
 - E. Change order no. 2 (final) was issued by LSSE on 03/31/2025 to adjust the total contract amount based on in place quantities of work performed. Net decrease in total amount from \$123,900.00 to \$81,283.73.
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. LSSE to schedule a training session with MSSMA 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.
 - b. Phase II and Phase III Sanitary Sewer O&M repairs PASWS application was submitted to the DCED on April 30, 2025.

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. 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.

Legal Tax Deposits

1. Total collections for the month of April 2025 are as follows: \$265,947.00 total collected, less \$26,889.45 in fees and commissions equals a total NET collection of \$239,057.55.
2. Total credit card collections for the month of March 2025 (deposited in April 2025) are as follows: \$128,939.83 total collected, less \$5,895.80 in fees and commissions equals a total NET collection of \$123,044.03.

Dye Tests

1. There was a total of 21 dye test certificates processed in April 2025. 18 were in the separate system and 3 in the combined.

OLD BUSINESS: None

NEW BUSINESS: None

MOTIONS:

- a. Motion to approve the meeting minutes from the Regular monthly meeting held on April 2nd, 2025 as distributed to the board. First by Mr. Ballas. Second by Mr. Bovee. 1 absention. No opposed. Motion carries.
- b. Motion to approve the payment of bills as submitted to the Board, for the period April 1st – April 30th, 2025, in the amount of \$810,262.13. (this amount includes quarterly payments to ALCOSAN and Homestead) First by Mr. Ballas. Second by Mr. Barca. 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 April 2025 in the amount of \$16,537.97. First by Mr. Bovee, Second by Mr. Barca. All in favor. No opposed. Motion carries.
- d. Motion to award the Contract No. 24-S3-M49 Phase II COA Source Flow Reduction Project to Jet Jack, Inc. in the amount of \$631,200.00 as recommended by the engineer. First by Mr. Ballas. Second by Mr. Bovee. All in Favor. No opposed. Motion carries.
- e. Motion to award the Contract No. 24-S4- Phase I Sanitary Sewer Improvements to Jet Jack, Inc. in the amount of \$281,320.00 as recommended by the engineer. First by Mr. Ballas. Second by Mr. Bovee. All in Favor. No opposed. Motion carries.
- f. Motion to approve the new dye test resolution along with all pertinent and attendant forms. First by Mr. Ballas. Second by Mr. Bovee. All in favor. No opposed. Motion carries.
- g. Motion to move Jason to a regular full time employee effective immediately. First by Mr. Ballas. Second b Mr. Bovee. All in favor. No opposed. Motion carries.
- h. Motion to award the contract for a CCTV camera subscription to include sewer video hosting and support service to Edge AI, not to exceed \$23,600.00/year. First by Mr. Ballas. Second by Mr. Bovee. All in favor. No opposed. Motion carries.
- i. Motion to approve the following refunds for properties that have been sold with a credit:
 1. 29 Harrison - \$53.70First by Mr. DeMartino. Second by Mr. Ballas. All in favor. No opposed. Motion carries.

GENERAL COMMENTS OR QUESTIONS FOR THE GOOD OF THE ORGANIZATION:

Mrs. Frye asked if the heavy rains have affected the sanitary sewer lines at all. She complimented the board on the efficiency of the meetings and that they talk maturely and professionally. Also stated Edge AI was a good price and that MSSMA is keeping a good deal in town.

- j. Motion to enter executive session at 6:59 pm to discuss personnel matters (NO ACTIONS TAKEN). First by Mr. DeMartino. Second by Mr. Ballas. Exited executive session at 7:42pm.

Next regular meeting to be held Wednesday, June 4th, 2025 at 6:00 pm.

AS APPROVED AT THE JUNE 4TH, 2025 REGULAR MEETING

David Younkins, Chairman, MSSMA