

**MUNHALL SANITARY SEWER MUNICIPAL AUTHORITY
REGULAR MEETING MINUTES
Wednesday January 7th, 2026**

Chairman Younkins called the Meeting to Order at 6:00 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

Ms. Donaldson, Engineer

Mr. Nicholas, Solicitor

Toni Cregan, Office

ANNOUNCEMENTS:

Mr. DeMartino has been appointed for a 5 year term. New term expires 12-31-2030.

Board discussed and decided that all positions remain the same for 2026.

Meetings remain the first Wednesday of every month @ 6:00pm

Entered an executive session @ 6:11pm to discuss potential litigation. Exited session @ 7:17pm. No actions taken.

PUBLIC COMMENTS OR QUESTIONS ON AGENDA ITEMS:

None

ENGINEER'S REPORT (Report Attached)

1. Miscellaneous Tasks –

- a. Waterfront Pump Station Parking Pad
 - i. Construction schedule dependent upon execution of licensing agreement with US Steel.
- 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. Potential Storm Sewer Transition to MSSMA
 - i. LSSE, GTN law, and Authority Manager met to discuss potential storm sewer transition schedule on 07/01/2025.
 - ii. Waiting on dates to schedule meeting with Munhall Borough
- d. Waterfront Pump Station
 - i. LSSE attended site meeting on October 29th, 2025, along with Pump Man Pittsburgh and State Pipe.
- e. Gasoline Odor on Main Street - MSSMA field crew was notified of a gas odor present in the sewers while State Pipe was performing cleaning along Main Street on 10/15/25. Investigations are ongoing.

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. Representative from the Developer's Engineer (KU resources) notified the Authority that they have received DEP comments on the planning module.

- 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. Execution of a Developers Agreement being coordinated by the Authority Solicitor. LSSE to provide RPR services for lateral installation.
- 3. Rules and Regulations
 - a. Review ongoing. Latest meeting was held 09/29/2025. Need to schedule next meeting.
- 4. NPDES Permit tasks
 - a. Transferred all CSO's as of 09/30/2025. – no updates
- 5. Phase II Consent Order and Agreement Tasks
 - a. Regionalization – Transfer is complete. Executed Transfer and Post-Closing Repairs Agreement transmitted to the Authority on September 30, 2025.
 - 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 – The CFA approved expanded lining scope for PASWS funding at the November 19, 2025 board meeting. Jet Jack Inc to advise if they can be a subcontractor to Creative Enterprise, Inc for additional lining work. LSSE installed the post-construction Phase II COA flow monitor in the M-44 sewer shed on 12/31/25.
 - iv. M-45 - LSSE has drafted an exhibit designating the Phase I versus Phase II improvements to be appended to the easement that will need to be executed between the Authority and Munhall Borough. LSSE to coordinate with Authority solicitor to draft easement.
 - v. M-49 - Lining repairs are 96% completed. Ravine Street abandoned lateral disconnection repair tentatively scheduled for 01/12/26. LSSE installed the post-construction Phase II COA flow monitor in the M-49 sewer shed on 12/31/25.
- 6. MSSMA O&M program – “5 Phase Initiative”
 - i. Phase I O/M Inspections and Repairs Contract – Contract 2022-01 Regionalization
 - ii. Phase II Inspections and Repairs Contract – Final Pay request approved at March 2025 meeting. Contract has been closed out.
 - iii. Phase III O/M Inspections and Repairs Contract – Final Pay Request was approved at the May 2025 meeting in the amount of \$31,99.24.
 - iv. Phase IV O/M Inspections and Repairs Contract
 - A. CCTV is in progress
 - v. Phase V O/M Inspections and Repairs Contract
 - A. CCTV scope to be developed.
- 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 develop demonstration of Authority/GIS tools utilized for tracking O&M televising and manhole physical survey progress.
- 9. Funding opportunities
 - a. PA Small Water and Sewer Program funding

- b. Phase II and Phase III Sanitary Sewer O&M repairs PASWS application was submitted to the DCED on April 30,2025
- c. GROW Progress Report No. 3 for the M-45 and M-49 projects transmitted to ALCOSAN on 09/30/25.
- d. Allegheny County GEDTF Grants – not awarded
- e. Local Share Account – application window open. Eligible projects include projects that improve the quality of life in the community. Max request of \$1M. A resolution and a \$100 application fee are required for submission. LSSE submitted an LSA grant application on 11/26/2025.

SOLICITOR'S REPORT

- 1. LTS still in review
- 2. Rules and Regs – still in progress, efforts continuing
- 3. US Steel Property – spoke to rep, still waiting on approval
- 4. Consent order compliance - solicitor, manager and engineer are addressing both compliance and municipal cooperation issues.

MANAGER REPORT (As Distributed)

- 1. Field employees are camera'ing the lines and conducting manhole inspections.
- 2. Rules and Regs are ongoing.
- 3. Moving forward with billing. Trial mailing to be out soon

Legal Tax Deposits

- 1. Total collections for the month of December 2025 are as follows: \$261,478.06 total collected, less \$14,784.62 in fees and commissions equals a total NET collection of \$246,693.44.
- 2. Total credit card collections for the month of November 2025 (deposited in December 2025) are as follows: \$111,805.11 total collected, less \$5,570.92 in fees and commissions equals a total NET collection of \$106,234.19

Dye Tests

- 1. There was a total of 13 dye test certificates processed in December 2025. 9 were in the separate system and 4 in the combined.

OLD BUSINESS:

NEW BUSINESS:

MOTIONS:

- a. Motion to approve the meeting minutes from the Regular monthly meeting held on December, 2025 as distributed to the board. First by Mr. Barca. Second by Mr. Ballas. All in favor. No opposed. Motion carries.
- b. Motion to approve the payment of bills as submitted to the Board, for the period December 1st to December 31st, 2025, in the amount of \$58,273.47. First by Mr. Ballas. Second by Mr. Bovee. 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 December 2025 in the amount of \$19,450.70. First by Mr. DeMartino. Second by Mr. Barca. All in favor. No opposed. Motion carries.
- d. Motion to amend the agenda to include details of the re-organization of the board and professional services. First by Mr. Barca. Second by Mr. Bovee. All in favor. No opposed. Motion carries.
- e. Motion to retain all professional services for 2026 at agreed upon fees and terms. First by Mr. Ballas. Second by Mr. DeMartino. All in favor. No opposed. Motion carries.
- f. Motion to approve the following refunds on accounts that have been closed:

3206 Main Street - \$5.79
2512 Franklin - \$93.67
301 E James - \$100.00
131 E Schwab - \$38.83
437 Green St - \$1.45

GENERAL COMMENTS OR QUESTIONS FOR THE GOOD OF THE ORGANIZATION:
none

- g. Motion to enter executive session to discuss personnel @ 8:00pm. First by Mr. Barca. Second by Mr. Ballas. Exited executive session at 8:28 pm. No actions taken
- h. Motion to adjourn @ 8:29pm. First by Mr. DeMartino. Second by Mr. Younkins.

Next regular meeting to be held Wednesday, February 4th, 2026 at 6:00 pm.

AS APPROVED AT THE FEBRUARY 4TH, 2026 REGULAR MEETING

David Younkins, Chairman, MSSMA