



Munhall Sanitary Sewer
Municipal Authority

*Dave Younkins, Chairman
Matthew Bovee, Vice Chairman
James Barca, Jr., Secretary
Tony DeMartino, Treasurer
Joesph Ballas, Board Member
Romel Nicholas, GTN Law, Solicitor
Jason Stanton P.E., LSSE, Engineer
Jacquelyne Coles, Manager*

MONTHLY MEETING MINUTES
Wednesday, March 4, 2026
6:00 PM

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

Pledge of Allegiance

Mrs. Coles conducted roll call: David Younkins, Matthew Bovee, Tony DeMartino,
Joe Ballas, James Barca (absent)

Also present: Jacquelyne Coles, Office Manager
Mr. Bajek, Engineer
Ms. Donaldson, Engineer
Mr. Gannon, Solicitor
Toni Cregan, Office

ANNOUNCEMENTS.

First bill from the Authority was mailed to residents on February 19, 2026. The electronic payment portal went live on Thursday March 5, 2026.

PUBLIC COMMENT AND/OR QUESTIONS ON AGENDA ITEMS

None

ENGINEER REPORT

1. Miscellaneous Tasks

- a. Waterfront Pump Station Parking Pad
 - i. Construction schedule dependent upon execution of licensing agreement with US Steel.
- b. 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
- c. Waterfront Pump Station
 - i. LSSE attended site meeting on October 29th, 2025, along with Pump Man Pittsburgh and State Pipe.
- d. 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. Borough Engineer completed Component 4A. LSSE responded via letter on 10/2/24. 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. Sanitary sewer relocation has been completed. Testing has been completed.
 - c. 881 East Waterfront Drive
 - i. Sanitary utility construction is scheduled for 3/2/26 and 3/3/26.
- 3. Rules and Regulations
 - a. Review ongoing. Latest meeting was held 2/12/2026.
- 4. NPDES Permit tasks
 - a. Annual CSO Report to be submitted by 3/31/26, for January 2025 – September 2025.
 - b. The 2025 Chapter 94 Report was submitted to ALCOSAN on 2/27/26.
- 5. Phase II Consent Order and Agreement Tasks
 - a. Regionalization
 - i. Transfer is complete.
 - 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 – Jet Jack, Inc. to coordinate with Creative Enterprises, Inc. for scheduling 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 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 permanent easement agreement. Bidding tentatively scheduled for the end of April 2026.
 - v. M-49 – Lining repairs are 96% completed, Ravine Street to be re-evaluated following resident concerns. LSSE installed a second flow monitor. Jet Jack, Inc. to provide quote for access path installation and manhole raise to grade in the valley between Coal Road and Cherry Way.
- 6. MSSMA O&M program – “5 Phase Initiative”
 - a. Phase I O/M Inspections and Repairs Contract – Contract 2022-01 Regionalization Sewer repair project. Hatch reported in April 2023 that the contract was completed and closed out.
 - b. Phase II Inspections and Repairs Contract – Final Pay request approved at March 2025 meeting. Contract has been closed out.
 - c. Phase III O/M Inspections and Repairs Contract – Final Pay Request was approved at the May 2025 meeting. Contract has been closed out.
 - d. Phase IV O/M Inspections and Repairs Contract – LSSE to provide map of Phase IV O&M CCTV area and GIS pipe segment table to MSSMA’s use in performing the Phase IV cleaning and CCTV program. CCTV is in progress. Field crew still cameraing lines.
 - e. Phase V O/M Inspections and Repairs Contract – CCTV scope to be developed.
- 7. West Run J-35 Sewer Improvements
 - a. 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
 - a. 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 (PASWS) Program Funding
 - i. West Run J-35 Collapsed Sewer Improvements and Slope Stabilization Project – Project closeout pending contractor testing of new sanitary sewer manhole.
 - ii. Phase I Sanitary Sewer Improvements – Request for reimbursement to be submitted following contractor payment request submittal.
 - iii. Phase II and Phase III Sanitary Sewer O&M repairs – PASWS funding was not awarded at the CFA board meeting held on January 20, 2026.
- b. ALCOSAN GROW Funding
 - i. LSSE to draft response to ALCOSAN's O&M televising request for the Phase II Flow Reduction project (GROW Number: 2016_01-055).
- c. Allegheny County GEDTF Grants
 - i. Minimum \$150,000 and Maximum \$500,000 project budget.
 - ii. The M-45 GI project grant application was submitted for GEDTF 8/22/25, in the amount of \$500,000.
- d. Local Share Account – application window is closed (9/1/25 – 11/30/25). 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 transmitted the Local Share Account Resolution to the Authority on 11/3/25. LSSE submitted the LSA grant application on 11/26/25.

SOLICITOR REPORT

1. Consent order compliance - solicitor, manager and engineer are addressing both compliance and municipal cooperation issues.
2. LTS still in review
3. Rules and Regs – executive session needed for discussion
4. US Steel Property – spoke to rep, still waiting on approval.
5. Personnel Manual Review – work in progress with Manager.
6. Stormwater Take Over – meeting with the Borough is necessary.

MANAGER REPORT

1. Our most recent crew hire has completed the standard probation period.
2. State Pipe was out in the field cleaning Phase 4 pipes during the second week of February 2026. There are not many sections of pipe remaining for inspection in Phase 4 and traffic control will need to be coordinated in a few areas.
3. Statement of Financial Interest for 2025 have been distributed and are due no later than May 1st.
4. New accounting practices and separation of duties have been designated in the office.

UNFINISHED BUSINESS

1. MSSMA discussed a donation (\$2500) for the Munhall Bureau of Fire Semi-Annual donation drive mailer.

NEW BUSINESS

1. Assessment of Contractor-Submitted Partition Wall Quotations

MOTIONS

- a. *Motion* to approve the minutes from the monthly board meeting held February 4, 2026, as distributed to the board. First by Mr. Bovee, Second by Mr. DeMartino. All in favor. None opposed. Motion carries.
- b. *Motion* to approve the payment of bills as submitted to the Board, for the period of February 1, through February 28, 2026, in the amount of \$37,197.40. First by Mr. Ballas, Second by Mr. Bovee. All in favor. None opposed. Motion carries. *Mr. DeMartino reviewed and approved the bill list.
- c. *Motion* to approve gross payroll for the month of February 2026 in the amount of \$18,717.66. First by Mr. DeMartino, Second by Mr. Ballas. All in favor. None opposed. Motion carries.
- d. *Motion* to approve the following refunds for accounts that are closed and have a sewer credit.
 1. 281 Video – \$56.29
 2. 209 W Lehigh (Borough Trash to LTS) - \$220.00First by Mr. Bovee, Second by Mr. DeMartino. All in favor. None opposed. Motion carries.

GOOD OF THE ORGANIZATION OR GENERAL COMMENTS

- e. Motion to enter executive session at 6:57 pm to discuss potential litigation. First by Mr. DeMartino. Second by Mr. Bovee. Exited executive session at 7:52 pm.

Motion to adjourn at 7:53 pm.

Next regular meeting to be held Wednesday, April 1, 2026 at 6:00 pm.