



Munhall Sanitary Sewer
Municipal Authority

*Dave Younkings, 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, April 1, 2026
6:00 PM

Chairman Younkings call the Meeting to Order at 6:00 pm.

Pledge of Allegiance

Mrs. Coles conducted roll call: David Younkings, Matthew Bovee, Tony DeMartino, James Barca

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

ANNOUNCEMENTS

Moment of silence for Board Member Joe (OMAR) Ballas, who passed away on March 17, 2026.

PUBLIC COMMENT AND/OR QUESTIONS ON AGENDA ITEMS

An individual called into the meeting, no request to speak was made.

ENGINEER REPORT

1. Miscellaneous Tasks

- a. Waterfront Pump Station Parking Pad
 - i. Construction schedule pending execution of Licensing Agreement with US Steel. Updated Certificate of Insurance transmitted to US Steel on March 23, 2026. Board approves moving forward and Ms. Donaldson will send a formal announcement on May 1, 2026.
- 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. Woodhill Drive Sewer Collapse: Creative Enterprises, Inc. completed repair of the collapsed section of pipe on March 26, 2026. Jet Jack, Inc is scheduled to perform full manhole to manhole liner repair on April 6. 2026.

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 lateral construction was completed on March 19, 2026.

3. Rules and Regulations

- a. Review ongoing. Latest meeting was held on February 26, 2026.

4. NPDES Permit tasks

- a. Annual CSO Report was submitted on PADEP on March 20, 2026. Coordination between MSSMA, LSSE, ALCOSAN, and PADEP is in progress to determine next steps of finalizing NPDES permit transfer to ALOCSAN.

- 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 was 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 – Easement exhibit and legal description transmitted to the Authority Solicitor on March 20, 2026. Bidding tentatively scheduled for May 4, 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. Jet Jack, Inc. submitted three partial payment requests.

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.
 - 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. Pump Station – Pump #2 is malfunctioning, will monitor and possibly replace in the future.
2. Partition Wall construction will be completed April 2 – April 4, 2026.
3. Statement of Financial Interest for 2025 has been distributed and is due no later than May 1st.
4. Shred-It has been contracted at \$40/month and every other month pickup.
5. Incentive for customers enrolled in autopay and paperless billing, service fee to be credited the following month.
6. Received a Right to Know request.

UNFINISHED BUSINESS

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

NEW BUSINESS

1. 5-year plan – a strategic committee, with the assistance of a consultant, will be established.

MOTIONS

- a. *Motion* to ratify a 50% of \$4,246.00 to TURNKEES Development for construction of the partition wall/security payment window/steel door in the reception area. First by Mr. Barca, Second by Mr. DeMartino. All in favor. None opposed. Motion carries.
- b. *Motion* to ratify donation to the Munhall Bureau of Fire for their Truck Fund Fundraiser/Mailer in the amount of \$2,500.00. First by Mr. DeMartino, Second by Mr. Barca. Mr. Bovee (abstained). All in favor. None opposed. Motion carries.
- c. *Motion* to approve gross payroll for the month of February 2026 in the amount of \$37,997.67. First by Mr. Barca, Second by Mr. Bovee. All in favor. None opposed. Motion carries. *Mr. DeMartino reviewed and approved the bill list.
- d. *Motion* to approve gross payroll for the month of March 2026 in the amount of \$18,717.66. First by Mr. Barca, Second by Mr. DeMartino. All in favor. None opposed. Motion carries.
- e. *Motion* to approve Easement Agreement and send Munhall Borough for the M45 Stormwater Separation Project (12th Ave Playground/Dog Park). First by Mr. DeMartino, Second by Mr. Barca. All in favor. None opposed. Motion carries.

- f. *Motion* to approve Payment Applications for the M49 Repair Projects:
Contract No. 24-S3 – M49 Phase II COA Source Flow Reduction Project

(after certified payrolls are verified)

Partial Pay Request No. 1 - \$404,490.40

Partial Pay Request No. 2 - \$58,626.40

Contract No. 24-S4 – Phase I Sanitary Sewer O&M Repairs

Partial Pay Request No. 1 - \$184,722.75

First by Mr. Bovee, Second by Mr. Barca. All in favor. None opposed. Motion carries.

- g. *Motion* to approve the following refunds for accounts that are closed and have a sewer credit.

a. *125 Red Oak Lane* - \$61.50

b. *501/503 W. Miller Ave* - \$262.84

First by Mr. DeMartino, Second by Mr. Barca. All in favor. None opposed. Motion carries.

GOOD OF THE ORGANIZATION OR GENERAL COMMENTS

e. Nothing Noted

- Motion to enter executive session at 7:08 pm to discuss potential litigation and personnel.
First by Mr. DeMartino. Second by Mr. Barca. Exited executive session at 7:45 pm.
- Motion to adjourn at 7:45 pm.
 - Next regular meeting to be held Wednesday, May 6, 2026 at 6:00 pm.