



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, May 6, 2026
6:00 PM

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

Pledge of Allegiance

Mrs. Coles conducted roll call: David Younkins, Susan Ballas, Matthew Bovee, Tony DeMartino, James Barca (phone in)

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

ANNOUNCEMENTS

Munhall Council appointed Susan Ballas to fill Joe Ballas' remaining term that expires December 31, 2028.

PUBLIC COMMENT AND/OR QUESTIONS ON AGENDA ITEMS

Two residents came to the meeting to discuss the ongoing project on Woodhill Drive.

ENGINEER REPORT

1. Miscellaneous Tasks
 - a. Waterfront Pump Station Parking Pad
 - i. The Notice to Proceed (dated May 1, 2026) was transmitted to Avelli Construction on April 22, 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. Meeting to be scheduled with Munhall Borough Manager.
 - c. Waterfront Pump Station
 - i. LSSE is coordinating the requirements for a replacement pump and coordinating with MSSMA staff.
 - d. Woodhill Drive Sewer Collapse
 - i. Creative Enterprises, Inc. completed repair of the collapsed section of pipe on March 26, 2026. Jet Jack, Inc. completed a manhole to manhole liner repair of the pipe segment on April 15, 2026.

- e. 1806 Maple Street
 - i. On March 30, 2026, a basement backup was reported at 1806 Maple Street. State Pipe cleared the surcharge manhole and jetted the downstream pipe. Upon follow-up inspection in mid-April 2026, it was found that the grease ball lodged in the downstream pipe remains intact. LSSE to request quotes as part of M-49 Source Flow Reduction contract for installation of intermediate downstream manhole in order to facilitate cleaning of the sewer main and mitigate future backups.
- f. Comprehensive Plan
 - i. LSSE to provide estimate for five-year costs associated with storm sewer transition, MS4 compliance, and storm system O&M.

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. Upcoming meeting will be at the end of June 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. Coordination between MSSMA, LSSE, ALCOSAN, and PADEP is in progress to determine next steps of finalizing NPDES permit transfer to ALCOSAN.
- 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 executed by the Borough on April 1, 2026. Meeting

between LSSE, Borough of Munhall, and Fire Department representatives held on April 5, 2026. LSSE is working on updating the location of the proposed rain garden to improve community programming goals/objectives at the park.

- v. M-49 – LSSE submitted a scope expansion request letter to the CFA for utilization of the approximately \$115,277.25 of remaining PASWS funds for Contract No. 24-S4. The expanded scope of work will include higher priority structural repairs in the Phase 2 and 3 O&M areas.

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 Contact – 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. Tap-In Permits/New Connections
 - a. Steel Valley Board Member reached out about the SFPM for Park School property once it is demolished. It is agreed by the professionals that this land will be changing use and the SFPM will need to be resubmitted when the time comes.
2. Field Operations
 - a. Confined space certification that was originally scheduled for second week of April has been cancelled.
 - b. Refresher for PA One Call Locator was taken in April.
3. Pump Station
 - a. Changed the locks at the Pump Station and got new Master Locks for the Wet Well. Everyone had keys (WMSSMA, Pump Man).
 - b. Concrete Parking Pad to be installed in 2026 (waiting for US STEEL).
 - c. Trail Cam will be researched and installed once concrete and wench are ready.
4. Statement of Financial Interest for 2025 has been distributed and is due no later than May 1st.

UNFINISHED BUSINESS

1. 5-year Comprehensive Plan – FRP recommended.

NEW BUSINESS

1. Open House for MSSMA will be on June 26, 2026, and the theme is “flow reduction”.

MOTIONS

- a. *Motion* to approve the remaining balance of \$4,246.00 to TURNKEES Development for Construction of the Partition Wall/Security Window/Steel Door in the Reception area. First by Mr. DeMartino, Second by Mrs. Ballas. All in favor. None opposed. Motion carries.
- b. *Motion* to approve the minutes from the monthly board meeting held on April 1, 2026, as distributed to the board. First by Mr. Bovee, Second by Mr. DeMartino. All in favor. None opposed. Motion carries.
- c. *Motion* to approve the payment of bills as submitted to the Board, for the period of April 1 through April 30, 2026, in the amount of \$918,804.02. This includes the ALCOSAN and HOMESTEAD Quarterly bill. First by Mr. Bovee, Second by Mrs. Ballas. 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 April 2026 in the amount of \$19,391.16. First by Mr. Bovee, Second by Mr. DeMartino. All in favor. None opposed. Motion carries. *Mr. DeMartino reviewed and approved the bill list.
- e. *Motion* to approve the Workmen Comp insurance for 2026-2027. Insurer is McGowan/AMTRUST. Yearly cost was quoted at \$4,370.00. First by Mr. DeMartino, Second by Mrs. Ballas. All in favor. None opposed. Motion carries.
- f. *Motion* to approve the annual lease agreement with EDGE AI for the subscription of the Pipe Dream System for \$23,500.00 for 2026-2027. First by Mr. Bovee, Second by Mrs. Ballas. All in favor. None opposed. Motion carries.
- g. *Motion* to authorize the expenditure not to exceed \$500.00 for items related to the OPEN HOUSE on June 26, 2026. First by Mr. Bovee, Second by Mrs. Ballas. All in favor. None opposed. Motion carries.
- h. *Motion* to authorize GTN Law to file liens as directed by the Board.
- i. *Motion* to approve the following refunds for accounts that are closed and have a sewer credit.
 - a. 144 E. 20th Ave - \$38.28
 - b. 208 W. Miller - \$172.90First by Mr. DeMartino, Second by Mrs. Ballas. All in favor. None opposed. Motion carries.

GOOD OF THE ORGANIZATION OR GENERAL COMMENTS

None Recorded

- Motion to enter executive session at 6:55 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, July 1, 2026 at 6:00 pm.