Munhall Sanitary Sewer
Municipal Authority

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

MONTHLY MEETING MINUTES
Wednesday, July 1, 2026
6:00 PM

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

Pledge of Allegiance

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

Also present: Ms. Donaldson, Engineer
Mr. Gannon, Solicitor
Toni Cregan, Office
Heather Murphy, Office

ANNOUNCEMENTS
N/A

PUBLIC COMMENT AND/OR QUESTIONS ON AGENDA ITEMS
N/A

ENGINEER REPORT

1. Miscellaneous Tasks
    a. Waterfront Pump Station Parking Pad
        i. Additional insurance documentation from Avelli Construction, LLC was sent to U.S. Steel for review.

    b. Potential Storm Sewer Transition to MSSMA
        i. Storm sewer planning is on hold pending interpretation of the Pennsylvania Supreme Court ruling which classified stormwater fees as a tax.

    c. Waterfront Pump Station
        i. LSSE has requested quotes for replacement pumps from Kappe Associates Inc. and PumpMan Pittsburgh.

    d. Woodhill Drive Sewer Collapse
        i. LSSE performed preliminary field review of site restoration completed by Creative Enterprises, LLC on May 8, 2026. Will follow up with Mrs. Coles regarding easement issues.

    e. 1806 Maple Street
        i. Jet Jack, Inc. to provide quote for installation of two new manholes to provide access for maintenance of the pipe segment.

f. 3521 Trautman Ave
    i. Creative Enterprises, LLC to perform repair of broken lateral within the right-of-way on June 29, 2026.

2. Developments
    a. Vondera Street
        i. Borough Engineer completed Component 4A. LSSE responded via letter on October 2, 2024. 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.

3. Rules and Regulations
    a. The next Rules and Regulations meeting is tentatively scheduled for late July 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 February 27, 2026.

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 to ACHD on June 30, 2026.

        ii. Latest multi-municipal Mon-Valley meeting was held on October 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 December 31, 2025.

        iv. M-45 – Additional topographic survey required for ADA ramps scheduled for July 6, 2026. Bid opening is likely to be deferred to the end of August 2026.

        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. The expanded scope of work was approved by the CFA on May 5, 2026. Jet Jack, Inc. to provide quote for completing expanded scope of work under Contract No. 24-S4.

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.

f. Emergency Repair Retainer Contract: LSSE to prepare service order authorization for bid document preparation for an O&M repair retainer contract to be utilized for emergency repairs within the right-of-way for the Authority's consideration.

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. GROW Progress Report No. 5 for the M-45 and M-49 projects was transmitted to ALCOSAN on May 29, 2026.
      ii. LSSE provided requested O&M documentation to ALOCOSAN for the Authority's 2017 Source Flow Reduction project (GROW Number: 2016_01-055) on June 11, 2026.

   c. Allegheny County GEDTF Grants
      i. Minimum $150,000 and Maximum $500,000 project budget. The next round of applications are due August 31, 2026.

      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. Aiden Ankley has vacated his position to return to school. Will post position in mid-June.

3. Pump Station
   a. Concrete Parking Pad to be installed in 2026 (waiting for US STEEL).
   b. Trail Cam will be researched and installed once concrete and wench are ready.

UNFINISHED BUSINESS

1. 5-year Comprehensive Plan – RFP for Consultants to provide a 5-year Strategic Plan.
2. Open House for MSSMA will be on June 26, 2026, and the theme is “flow reduction”.

NEW BUSINESS

N/A

MOTIONS

a. *Motion* to ratify the advertisement of the Laborer Position on Indeed. First by Mr. Bovee, Second by Mrs. Ballas. All in favor. None opposed. Motion carries.

b. Motion to approve the Audit Report as presented by Eric Spann from Case Sabatini. First by Mr. DeMartino, Second by Mrs. Ballas. All in favor. None opposed. Motion carries.

c. *Motion* to ratify transfer from PLGIT “Capital Project Fund” to First Commonwealth “General Fund” in the amount of $350,000.00 to cover ¼ ALOCOSAN expense. First by Mr. Bovee, Second by Mrs. Ballas. All in favor. None opposed. Motion carries.

d. *Motion* to approve the minutes from the monthly board meeting held on June 3, 2026, as distributed to the board. First by Mrs. Ballas, Second by Mr. DeMartino. Mr. Barca abstained. All in favor. None opposed. Motion carries.

e. *Motion* to approve the payment of bills as submitted to the Board, for the period of June 1 through June 30, 2026, in the amount of $30,348.53. First by Mr. Bovee, Second by Mr. Barca. All in favor. None opposed. Motion carries. *Mr. DeMartino reviewed and approved the bill list.

f. *Motion* to approve gross payroll for the month of June 2026 in the amount of $16,733.16. First by Mr. Barca, Second by Mrs. Ballas. All in favor. None opposed. Motion carries.

g. *Motion* to approve the advertisement of an RPF for the 5-Year Plan. It will be advertised on PMAA, ALOM, PWEA, and other government organizational websites (*pending final approval by the Manager and the Solicitor). First by Mr. Bovee, Second by Mrs. Ballas. All in favor. None opposed. Motion carries.

h. *Motion* to approve the Commercial Liability package that is set to expire on July 11th to the vendor that is $13,816.00 or less. First by Mrs. Ballas, Second by Mr. Bovee. All in favor. None opposed. Motion carries.

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

    a. 142 Bellwood – 32.37
    b. 3910 Harvey – 56.51
    c. 4111 Fairfield – 46.63
    d. 700 E 19th – 79.34

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

GOOD OF THE ORGANIZATION OR GENERAL COMMENTS

N/A

- Motion to enter executive session at 7:58 pm to discuss potential litigation and personnel. First by Mr. DeMartino. Second by Mr. Barca.

- Motion to adjourn at 8:00 pm.

- Next regular meeting to be held Wednesday, August 5, 2026 at 6:00 pm.