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, August 5, 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 (absent)

Also present: Ms. Donaldson, Engineer
Mr. Nicholas, 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. Construction began on July 16, 2026 and is anticipated to be completed by the end of July 2026.

    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. 1806 Maple Street
        i. Site meeting was held with Creative Enterprises, Inc. on July 31, 2026. Creative Enterprises, Inc. to provide a quote for installation of new manhole.

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 August 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. PADEP has advised that the Authority's NPDES Permit cannot be terminated until the renewal permit for ALCOSAN's NPDES Permit is issued because the Tunnel CSO outfall must be covered under an NPDES Permit. As of July 2026, the estimated timeframe for approval of ALCOSAN's NPDES Permit renewal is a minimum of two more months.

    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 tentatively scheduled for 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. LSSE to draft PASWS and GROW Grant reimbursement requests for project costs incurred so far. Change Order No. 1 (Contract No. 24-S4) to add an additional approximate 1,815 linear feet of sanitary sewer lining to the project scope of work (+$29,705.00) will be transmitted to the Authority the week of August 3, 2026. The Contract No. 24-S4 total amount is not anticipated to exceed the awarded PASWS grant project totaling following execution of Change Order No. 1. This Change Order will be on the agenda for August 5, 2026.

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. Operation and Maintenance Repair Blanket Contract: LSSE to prepare Service Order Authorization for bid document preparation for an O&M repair blanket 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 on August 14, 2026. A resolution for submitting the GEDTF application is on the agenda for August 5, 2026 board meeting.

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. 2nd Laborer position was posted and interviews were conducted.

3. Pump Station
   a. Concrete Parking Pad to be installed in 2026 (waiting for US STEEL).
   b. Trail Cam and Wench are all that is remaining at the pump station to complete the current upgrades.

UNFINISHED BUSINESS

1. 5-year Comprehensive Plan – RFP for Consultants to provide a 5-year Strategic Plan.

NEW BUSINESS

N/A

MOTIONS

a. *Motion* to approve the minutes from the monthly board meeting held July 1, 2026, as distributed to the board. First by Mr. DeMartino, Second by Mr. Bovee. All in favor. None opposed. Motion carries.

b. *Motion* to approve the payment of bills as submitted to the Board, for the period of July 1 through July 31, 2026, in the amount of $43,623.76. First by Mrs. 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 July 2026 in the amount of $16,862.16. First by Mr. Bovee, Second by Mr. DeMartino. All in favor. None opposed. Motion carries.

d. *Motion* to approve removing credits from accounts from 2007, 2008, and 2009. These credits are not verifiable and with the recommendation from our Auditor to be written off. Credits will be applied to current accounts when applicable. The total amount of 106 credits is $4,165.58. First by Mr. Bovee, Second by Mr. DeMartino. All in favor. None opposed. Motion carries.

e. *Motion* to approve Change Order #1 for Contract 24-S4 – Phase 1 Sanitary Sewer Improvements.This change order us to add an additional 1,815 LF of lining to the scope of work to utilize the awarded PA Small Water & Sewer Grant Funding. This change order is not to exceed the PASWS project total. First by Mr. Bovee, Second by Mrs. Ballas. All in favor. None opposed. Motion carries.

f. *Motion* to approve Resolution 2026-02 for the application of the Gaming Economic Development Tourism Fund (GEDTF) in the amount of $500,000.00 to be used for the Phase 3 and Phase 4 O&M Repairs. First by Mr. Bovee, Second by Mrs. Ballas. 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. 209 Video Drive - $45.82
    b. 4335 Homestead Duquesne Road

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

GOOD OF THE ORGANIZATION OR GENERAL COMMENTS

N/A

- Motion to adjourn at 6:40 pm.

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