

SAXONBURG AREA AUTHORITY BOARD MEETING
Meeting Minutes
May 21, 2024

Chairman Greg Clifford called the meeting to order at 5:30 p.m.

Roll Call

Greg Clifford, Joe Neubert, Patricia Rinebolt, Curt Heakins, Doug Farney, Rob Mrozek, and Doug Roth were present. John Ham and Scott Herbst were absent.

Correspondence

None.

Minutes

Chairman Clifford asked if there were any additions or corrections to the Minutes of April 16, 2024. Hearing none, they were approved as submitted.

Public Comments

None.

Director of Finance

Melissa Wolfe

Bills, Item C.2.3

<i>Purpose</i>		SAA	Borough	Park	Total
Borough General Fund	Automatic Payments	\$6,842.27	\$6,257.19	\$1,246.03	\$14,345.49
	Payroll	\$63,659.06	\$27,789.09		\$91,448.15
SAA Revenue Fund	Automatic Payments	\$47,459.07	\$9,759.90	\$767.72	\$57,986.69
	Checks Paid	\$184,094.72	\$1,899.36	\$18.99	\$186,013.07
Total:		\$302,055.12	\$45,705.54	\$2,032.74	\$349,793.40

Motion was made and seconded by Doug Roth/Patricia Rinebolt to approve the Authority's portion of the bills as presented in the table above in the total amount of \$302,055.12. The motion carried.

Manager

Paul Cornetti

2023 Sewer Line Construction Projects- JetJack, Item C.13.1

Paul explained that JetJack has completed the Dinnerbell Road portion of the project, and the siphon was eliminated. All that is left is restoration on Dinnerbell Road. Two weeks ago, JetJack started working on Pittsburgh Street; everything is going well. They added a second crew last week to start replacing the manholes on Water Street, and

everything is going well so far. There will be a change order coming up for the installation of a drop manhole that was found while replacing a manhole near State Street.

Paul discussed that JetJack discovered a gas line cast into a manhole on Pittsburgh Street. This caused a great deal of delay, and the gas line was ultimately damaged, and the gas company came out to re-route the line.

Out of concern, Greg Clifford questioned how close the gas line was to the residents. Paul explained that it was just at the street front entry.

Rob Mrozek asked how we keep notes of where the utilities were. Paul explained the requirements of utilities to mark their lines prior to construction in accordance with PA-1 Call Law.

Paul explained that with JetJack having multiple crews working on these projects, that the Authority would be paying quicker than anticipated. Paul assured the Board that the Authority is still able to finance this project with these quicker payment applications coming up. This project costs \$1,171,950 total, and the Authority still has \$358,700 yet coming from the County Grant.

Motion was made and seconded by Doug Farney/Doug Roth to approve Payment Application #1 to JetJack in the amount of \$149,980.50. The motion carried.

Municipal Building Siding Project, Item E.5

This bid opening occurred on 5/20/24 at 10:00 a.m. Paul explained that we reviewed the three bids that were received at the bid opening. Please see chart below for details.

Project Costs	Estimated Quantities	Grahamboys , LLC (Bid)	Remodel Smart, LLC (Bid)	Greenland Construction , Inc.
1. Seamless .32 Gauge 6 inch Gutters	160 LF	\$3,449.60	\$3,200.00	*
2. Siding, Including House wrap	5450 SF	\$44,581.00	\$65,400.00	*
3. Soffit	1142 SF	\$4,579.42	\$11,420.00	*
4. Fascia	393 LF	\$2,440.53	\$7,860.00	*
5. Fascia Board Replacment	39 LF	\$1,490.19	\$780.00	*
6. Shakes on Gables	1000 SF	\$4,870.00	\$12,000.00	*
7. Project Management	Lump Sum	\$27,607.00	\$5,000.00	*
Total Estimated Cost		\$89,017.74	\$105,660.00	\$211,011.00
Saxonburg Borough Estimated Cost		\$44,508.87	\$52,830.00	\$105,505.50
Saxonburg Area Authority Estimated Cost		\$44,508.87	\$52,830.00	\$105,505.50

Paul explained that the lowest bidder is Grahamboys, LLC. This project will be split equally with the Borough. The Authority's portion of this project will be \$44,508.87.

Motion was made and seconded by Doug Farney/Joe Neubert to accept the bid from GrahamBoys LLC in the amount of \$89,017.74, contingent upon approval from the Borough and to authorize Greg Clifford and Paul Cornetti to execute the appropriate Contract documents on behalf of the Authority on the siding replacement project. The motion carried.

East Main Street, Item F.16.2

This bid opening occurred on 5/14/24 at 10:00 a.m. Paul explained that we reviewed the two bids that were received at the bid opening. Please see chart below for details.

Bid Opening Results, 5/14/24 @ 10:00

	Estimated Quantities	Shields Asphalt Paving (bid)	Holbein Inc. (bid)
A. With PAWC Paving			
1. Milling of asphalt, (per S.Y.)	2,947	\$2.50	\$3.20
2. Asphalt Wearing Course, 9.5 mm (per ton)	265	\$115.00	\$167.30
Total Estimated Cost		\$37,842.50	\$53,764.90
SAA's/PAWC's Estimated Cost		\$18,921.25	\$26,882.45
Addendum #1			
B. Without PAWC (SAA Only)			
1. Milling of asphalt, (per S.Y.)	1,473	\$2.75	\$4.90
2. Asphalt Wearing Course, 9.5 mm (per ton)	132	\$120.00	\$195.50
Total Estimated Cost		\$19,890.75	\$33,023.70
SAA's Estimated Cost		\$19,890.75	\$33,023.70

Paul explained that the SAA replaced the sewer line on the northern lane of the street. Shortly thereafter, Pennsylvania American (PAWC) replaced the water line on the southern lane of the street. Prior to PAWC's involvement, the Borough and Authority planned to partner to pave the entire street, however, due to PAWC's involvement, the SAA and PAWC had planned to complete this project. The SAA bid the project for a full street mill and overlay, understanding that each entity would pay for its respective portion of the project. However, the Borough, PAWC, and the SAA have had problems reaching an appropriate agreement to complete the full paving project, therefore, the SAA added an Addendum prior to bidding, in which only the northern lane would be milled and overlaid. All Board members preferred the full road be re-paved for the best interest of the Borough, however understood that the southern lane is not the Authority's responsibility. Additionally, the Board understands the residents of East Main Street are losing patience with surface restoration since its been a year since construction was completed.

Steve May was asked to discuss the Borough's position on this paving project. Mr. May reiterated the same details as Paul and stated that he would bring it up at the Borough meeting.

Motion was made and seconded by Rob Mrozek/Curt Heakins to accept the bid from Shields Asphalt Paving at the unit prices listed above, and to execute Addendum #1 unless Agreement is made between the Borough and PAWC by June 25, 2024, and to authorize Greg Clifford and Paul Cornetti to execute the appropriate Contract documents on behalf of the Authority for this paving project. The motion carried.

State Street- I&I Customer Corrections, Item F.21

Paul explained that the Allens completed the corrections needed for 1816's Property. The staff will double-check the I&I corrections, but it should be all complete.

Curt Heakins inquired about a topic that was discussed in a prior meeting regarding adopting a policy for penalties for customer correction incompletions. Paul explained that he will create a list of our current Rules and Regulations and present at the next meeting.

Route 8 Flow Rate Concerns, Item G. Route 8.1

Paul followed up on this topic from last month, and explained that the flow rates have returned to normal at the station, and it is believed that air was in the force main effecting the flow rates.

Hickory Lane Line Extension, Item I.12

Paul explained that this is a small single-home line extension off McFann Road in Middlesex Township. All construction is complete, and some post-construction items remain to be completed.

Motion was made and seconded by Greg Clifford/Doug Farney to adopt Resolution #5-2024, accepting the Hickory Lane Sanitary Sewer Line Extension contingent upon completion of all post-construction documentation. The motion carried.

Solicitor

Don Graham of Dillion, McCandless, King, Coulter, & Graham, LLP

The Solicitor had no report at this time.

Old Business

Rob Mrozek asked about the status of Connoquennessing Township sewers. Greg Clifford stated that we will likely be hearing more information in the upcoming months.

New Business

None.

Executive Session

The Board went into Executive Session at 6:20 p.m. to discuss personnel matters.

The Board reconvened at 6:38 p.m. with no further business to be brought before the Board.

Adjournment

The meeting adjourned at 6:39 p.m.

The next meeting is scheduled for Tuesday, June 18, 2024.

Melissa Wolfe
Director of Finance