

SAXONBURG AREA AUTHORITY BOARD MEETING
Meeting Minutes
November 19, 2024

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

Roll Call

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

Correspondence

None.

Minutes

Chairman Clifford asked if there were any additions or corrections to the Minutes of October 15, 2024. Hearing none, they were approved as submitted.

Public Comments

Terry Stivason, property owner of 811 Meridian Road, wished to speak regarding his property. Mr. Stivason purchased this property through a County Judicial Sale in September 2022. He explained that he attended the SAA Board of Director's meeting on December 20, 2022 and provided the Authority pictures of the home that was dilapidated and requested that sanitary sewer service billing cease on the property. Mr. Clifford explained that an inspection of the home must be completed before sewer service billing would cease. He said that he requested an inspection at the December 2022 meeting and was told that we cannot inspect the property, since it was private property. Mr. Cornetti explained that he did not recall a request for an inspection, but followed up with Mr. Stivason after the meeting to discuss the inspection and process for suspending billing on a property. Mr. Mrozek asked Mr. Cornetti to outline how service billing can be suspended. Mr. Cornetti said that according to the Mandatory Connection Ordinance only Unoccupiable building can suspend service billing. The Ordinance requires the building to either have no public facilities or means of ingress or egress. If this condition is met, the property owner may request a physical inspection of the building by the Authority and if the Authority concludes the building is Unoccupiable, billing would immediately be suspended.

After discussing this matter with representatives of Dillon McCandless King Coulter and Graham earlier this Fall, Mr. Stivason wrote the Authority on October 2, 2024 and requested an inspection of the home. The inspection was conducted by the Authority that day and the sewer service billing was suspended the same day. When billing was suspended the total amount due on the account was \$2,683.09. Mr. Stivason called and requested that the account balance be zeroed out since he brought pictures showing the condition of the home in 2022, although a physical inspection was not conducted by the Authority. During the October 2024 SAA Board of Director's meeting the Authority Board decided to write off half of the account balance provided Mr. Stivason pay \$1,341.54 by December 31, 2024.

Mr. Clifford asked why Mr. Stivason did not bring this matter to the Authority sooner during the past two years. Mr. Mrozek asked if he had received sewer bills during the past two years. Mr. Stivason explained that he has been receiving the bills but explained that he had more important matters to attend to than this matter.

After discussion, the Board decided that they will maintain their October proposal that the account balance would be adjusted to \$1,341.54 provided Mr. Stivason pays in full by December 31, 2024.

Director of Finance

Melissa Wolfe

Bills, Item C.2.3

| <i>Purpose</i> | | SAA | Borough | Park | Total |
|----------------------------|-----------------------|---------------------|--------------------|-------------------|---------------------|
| Borough General Fund | Automatic Payments | \$586.73 | \$4,651.74 | \$1,786.73 | \$7,025.20 |
| | Payroll | \$63,424.30 | \$32,602.07 | | \$96,026.37 |
| SAA Revenue Fund | Automatic Payments | \$45,453.74 | \$8,191.25 | \$1,505.08 | \$55,150.07 |
| | Checks Paid | \$116,046.79 | \$5,749.15 | \$1.96 | \$121,797.90 |
| Total: | | \$225,511.56 | \$51,194.21 | \$3,293.77 | \$279,999.54 |

Motion was made and seconded by Curt Heakins/Doug Roth to approve the Authority’s portion of the bills as presented in the table above in the total amount of \$225,511.56. The motion carried.

Manager

Paul Cornetti

Retirements, New Hire, Item A.2.1

Paul explained that George Geist’s last day was on October 30, 2024. His official retirement date will be February 9, 2025. Paul explained that Domenic DeAngelo’s first day was on October 28, 2024, and that he is doing well in the position.

Motion was made and seconded by Rob Mrozek/Joe Neubert to approve the hiring of Domenic DeAngelo, effective October 28, 2024, for the STP Operator-In-Training Position in accordance with the Union Contract. The motion carried.

Paul explained that Ryan Malarik handed in his resignation after ten years of employment with the SAA. Paul stated that it is sad to see him go, but we wish him all the best. Paul explained the importance of having an intern program here, as we had an intern back in 2021, Jordan Ray. Fortunately, we reached out to him to fill Ryan’s position, and he happily accepted the position, and will start work on November 25, 2024.

Motion was made and seconded by Patricia Rinebolt/John Ham to approve the hiring of Jordan Ray for the Director of Development Position. The motion carried.

SAA Holiday Party, Item B.5

Paul reminded the Board about the Holiday Party coming up on December 3rd at 5:00 p.m. at the American Legion in Butler.

SAA Newsletter, Item B.6

Melissa distributed a copy of the newsletter that the staff put together. Paul explained that the newsletter will go out with the bills at the beginning of December. Melissa stated that if anyone has any corrections/additions to please let her know by the beginning of Wednesday morning as she will be starting to print these out Wednesday.

PLGIT CDs, Item C.12

Paul explained that we have two CDs that are maturing on 12/3/2024, one at \$205,000 with a rate of 5.65%, and the other at \$95,000 with a rate of 5.62%. He stated that current one-year CD rates are 4.45%. Our PLGIT Class Account is currently earning 4.56%. Paul suggested to the Board that after the CDs mature, to invest the proceeds into the PLGIT Class Account until CD rates increase.

Motion was made and seconded by Joe Neubert/Curt Heakins to re-invest the CDs into the PLGIT Class Account. The motion carried.

Butler County Infrastructure Bank- Sanitary Sewer Line Replacement Project, Item C.13

Paul explained that the SAA did receive an additional \$250,000 in funding, for a new total of \$914,000. He discussed that Mark Gordon came into the office yesterday and discussed possible funding options for the future.

2023 Sewer Line Construction Projects – Jet Jack, Item C.13.1

Paul discussed that JetJack has completed all post-construction documents this month, and we have made the final payment of \$72,780.46. The total project costs were \$1,224,412.98, and the change order total was \$52,462.98.

CFA Local Share Grant, Item C.14

Paul explained that the staff applied for these gaming funds over a year ago, and unfortunately, we did not receive any funding from this grant.

Municipal Building Siding Project, Item E.5

Paul explained that this project is completed, and the final payment has been made in the amount of \$30,184.84.

East Main Street Paving, Item F.14.1

Paul explained that the East Main Street Paving project has been completed. The SAA's portion was \$18,447.19, Pennsylvania American Water's portion was \$19,954.53, and the Borough's portion was \$4,037.38. Rob Mrozek stated that he was speaking with a customer on East Main Street that had concerns about a driveway. Paul stated that he would follow up on this concern the following day.

Solicitor

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

The Solicitor had no report at this time.

Old Business

None.

New Business

None.

Executive Session

The Board went into Executive Session at 6:07 p.m. to discuss legal and personnel matters.

The Board came out of Executive Session at 6:57 pm.

Motion was made and seconded by John Ham/Curt Heakins to approve the non-union employee wages as discussed, contingent upon Borough approval of the same. The motion carried.

Adjournment

The meeting adjourned at 7:00 p.m.

The next meeting is scheduled for Tuesday, December 17, 2024.

Melissa Wolfe
Director of Finance