

SAXONBURG AREA AUTHORITY BOARD MEETING
Meeting Minutes
December 17, 2019

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

Roll Call Scott Herbst, Patricia Rinebolt, Douglas Farney, Gregory Clifford, James Stanek, Curtis Heakins, John Ham, and Douglas Roth were present.

Also in attendance were Mike Hnath/Solicitor, Paul Cornetti/Manager, and Mary Papik/Controller, and Joe Neubert.

Correspondence None

Minutes Chairman Clifford asked if there were any additions or corrections to the minutes of November 19, 2019. Hearing none, they were approved as submitted.

Public Comments None

Director of Development Ryan Malarik

General Discussion of Development Status, Section I

- Ryan provided the Board an update on the development activity in the system. Stoneybrook is currently active and working on pre-construction requirements. Westfield, Sienna Village, and Hawkins Farm are upcoming. Mike Hnath provided additional information on some of the proposed developments in Middlesex Township.

Discussion of Connection Status, Item I.1

- Ryan provided the Board a copy of a chart that illustrated the new sewer taps in the system since 2011. There have been 710 new taps since 2011. The majority of these taps have been from planned residential development in Middlesex Township.
- Mr. Roth explained that public water service may be extended from Adam's Water Authority up to the airport in Penn Township. He noted the effect this project may have on development.

Controller Mary Papik

2019-Updating Existing Municipal Lien, Item A.11

- Mary explained that 4 customers/properties have satisfied or will be satisfying liens since the July lien payment offer letter was mailed. The remaining properties have been identified and listed in the table in Exhibit~A.11.
- Mary and Paul summarized the Valerie Marsico letter.

Motion was made and seconded by Curt Heakins/Pat Rinebolt to authorize the solicitor to renew and/or file the liens for the properties identified. The motion carried.

Bills, Item C.2.3

Motion was made and seconded by Scott Herbst/Jim Stanek to approve checks in the amount of \$22,246.44 and \$5,016.58 paid from the Borough General Fund on December 17, 2019. In addition, decrease adjustments from the Borough General Fund in November in the amount of \$17,055.25, and \$6,940.69 from the Revenue Fund, and payroll expenses for November 2019. The motion carried.

CD Purchases, Item C.12

- Mary explained that the Authority has 2 CDs maturing on 2/13/20, and also a bond payment due on 3/1/2020. She explained that she and Paul will be evaluating the Authority's cash position around that time to determine whether to reinvest the CDs or to use the funds for the bond payment.

Electric Generation Charge Contract, Item E.2

- Mary explained the EMEX auction that will take place in February. Immediately following the auction, the Authority will be required to lock in the generation rates. We currently are under contract with Constellation Energy until 8/4/20. This contract will commence at that time.

Motion was made and seconded by Curt Heakins/John Ham to adopt Resolution 10-2019 approving the Energy Market Exchange (EMEX) to provide auction services for Electrical Generation Rates and for the Manager to approve or disapprove the rates and enter into a contract if deemed appropriate. The motion carried.

Manager

Paul Cornetti

Fire Company Service Charges, Item A.15

- Paul reviewed the table in Exhibit~A.15 that listed each fire company with the average usage and billing history. The Authority has historically made donations to the fire companies and the donation amount is typically more than the amount the Authority bills for service. Paul recommended that the Authority not change the arrangement as it stands now.

Motion was made and seconded by John Ham and Curt Heakins to keep the arrangement the same with regard to the fire companies. The motion carried.

2008 Ford Pickup Truck, Item E.7

- Paul explained that the F350 sold on Municibid for \$7,000.

Butler Road Private Sewer Service Lateral Corrections, Item F.13

- Paul explained that the deadline for private lateral improvements was on 11/21/19. One customer did not have the improvements complete by that date but is having the work completed today. All other customers have completed improvements.
- This morning the staff inspected the inspection ports for the improvements the customers completed. One customer failed the inspection. The staff will reinvestigate on the next rainy morning. If the customer fails again, the Authority will write a letter requiring correction.
- Additionally, the staff completed a second inspection of the inspection ports on the Main Street/Water Street project. Four (4) customers failed this morning. The staff will complete at least 2 more inspections on each customer. We plan to mail letters to the customers in January 2020.

Route 228 PA DOT Project, Item F.16

- Paul explained that we received the final Right-of-Way from the property owner for this project. The staff had the right-of-way recorded at the courthouse.

NPDES Draft Permit, Item H.1

- Paul explained that DEP will require the phosphorus limit of 2.0 mg/L vs. 2 mg/L for our upcoming NPDES renewal. DEP's model requires all dischargers to comply with this phosphorus limit. Paul explained that this limit may be difficult in the warmest months and will require additional aluminum sulfate to be added.
- Paul also explained that the DEP will permit the SAA to monitor dissolved oxygen each weekday vs. each day as initially proposed in the draft NPDES. We will be required to monitor daily after our next NPDES permit renewal in 5 years.
- Paul explained that the staff may request the Board to authorize the installation of a D.O. probe and the associated SCADA programming in the upcoming months.

Dry Solids Analyzer, Item H.24

- Paul explained \$3,600 was budgeted for this in 2020. The staff would like to purchase now to maintain 2019 pricing and to improve the accuracy of our solids testing.

Motion was made and seconded by Doug Farney/Doug Roth to purchase the Moisture Analyzer from Mottler-Toledo in the amount of \$2,810.50. The motion carried.

Solicitor

Mike Hnath of Dillon, McCandless, King, Coulter, & Graham
LLP

DMKCG Fee

- Mike reviewed the nominal fee increase for Dillon, McCandless, King, Coulter, & Graham LLP for 2020.

Old Business

None

New Business

Motion was made and seconded by John Ham/Doug Farney to excuse Greg Clifford from the January 2020 Board of Directors' meeting. The motion carried.

Executive Session, Item A.3 The meeting recessed at 6:12 p.m. to go into Executive Session to discuss personnel matters.

The meeting reconvened at 6:25 p.m. and took the following action:

Motion was made and seconded by Doug Roth/Curt Heakins to authorize the Manager to advertise for the appropriate front office position at the appropriate time. The motion carried.

Adjournment

The meeting adjourned at 6:25 p.m.

The next meeting is scheduled for Tuesday, January 21, 2020 at 5:30 p.m.

Jody Brown
Recording Secretary