

**SAXONBURG AREA AUTHORITY BOARD MEETING**  
**Meeting Minutes**  
**January 21, 2020**

Vice-Chairman Farney called the meeting to order at 5:30 p.m.

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

Gregory Clifford was absent.

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

**Reorganization and Appointments, Item A.9**

**Motion was made and seconded by Doug Roth/John Ham to maintain the same Officers as 2019. The motion carried.**

**Solicitor, Item A.16**

**Motion was made and seconded by Curt Heakins/Scott Herbst to appoint Dillon, McCandless, King, Coulter & Graham LLP, with Donald Graham as the principal Solicitor for Saxonburg Area Authority. The motion carried.**

**Consulting Engineers, Item A.17**

**Motion was made and seconded by Curt Heakins/Scott Herbst to appoint KLH Engineers and HRG Inc. as the Consulting Engineers for Saxonburg Area Authority. The motion carried.**

**Auditors, Item A.18**

**Motion was made and seconded by John Ham/Doug Roth to appoint Maher Duessel as the Auditors for Saxonburg Area Authority. The motion carried.**

**Correspondence** None.

**Minutes** Motion was made and seconded by Pat Rinebolt/Jim Stanek to approve the minutes of December 17, 2019. The motion carried.

**Public Comments** None.

**Controller** Mary Papik

**Bills, Item C.2.3**

**Motion was made and seconded by Doug Roth/Curt Heakins to approve checks in the amount of \$7,109.03 with the Authority's portion being \$6,914.05 and the Borough's portion being \$194.98 paid from the Revenue Fund on January 21, 2020, and \$7,770.68 from the Borough checks dated January 6, 2020. In addition, decrease adjustments from the Borough General Fund in December in the amount of \$22,269.51, and \$12,250.59 from the Revenue Fund in December and payroll expenses for December 2019. The motion carried.**

### **Retirement Sick Bank, Item C.10**

**Motion was made and seconded by Patricia Rinebolt/John Ham to make the appropriate transfer to maintain a balance of \$48,776.11 in the PNC Money Market Fund or PLGIT CD Account for Sick Bank compensation upon departure of employment. The motion carried.**

### **Annual Arbitrage Calculation, Item C.11**

- Mary explained that during the first year of our bonds we had positive arbitrage, earning more interest than we paid on our bonds. She explained that every five years of the issuance we must submit positive arbitrage payments to the IRS. Maher Duessel will be completing this calculation at the end of our bond year, May 31, 2020. Within 60 days the payment must be made to the IRS.

### **SAA 2019 Pension Fund Contribution, Item C.13**

- Mary explained that in 2019 the SAA was required to submit \$1,779.02 to cover the employee's pension plan expenses not covered by the Borough's State Aid.

**Manager**

Paul Cornetti

### **2020 PMAA Board Member Training, Item A.4.1.1**

- Paul explained that Joe Neubert has expressed interest in serving on the SAA Board of Directors. He submitted a letter to the Borough today. If the Borough approves his request, he could sit on the Board at the March meeting at the earliest.

**Motion was made and seconded by Doug Roth/John Ham to authorize the attendance of any Board Member and Joe Neubert to the PMAA Board Member Training event on March 26<sup>th</sup> at the DoubleTree in Cranberry at a cost of \$95. The motion carried. Mr. Herbst plans to attend.**

### **Resolution #1-2020, Destruction of Authority Records, Item A.8**

**Motion was made and seconded by Scott Herbst/Jim Stanek to adopt Resolution #1-2020, authorizing the destruction of old Saxonburg Area Authority records as noted. The motion carried.**

### **John E. Walker Property, Item A.11**

- Mr. Roth distributed pictures of the John E. Walker home at the intersection of Mushrush and Old Plank Road. He explained that Penn Township will likely need to take a portion or all of the property to replace the Mushrush Road bridge. Paul explained that the SAA has a \$31,495.81 lien on this property. Mr. Graham explained that when Penn Township provides Estimated Just Compensation for the taking of this property, all past due taxes and liens will be satisfied to the extent the Estimated Just Compensation covers. Therefore, there is no decision to be made by the SAA regarding the disposition of the lien.

### **State Ethics Commission Statement of Financial Interests Form, Item C.9**

- These forms were included in the Board's packets for each member to complete and return to Jody by May 1, 2020.

### **Butler Road Private Sewer Lateral Improvements, Item F.12**

- Paul explained that one property on Short Street failed the inspection after improvements were made. The SAA wrote a letter to the property owner providing 60 more days to eliminate all I&I.

### **McFann Pump #4, Item McF.1 and C.3**

- Paul explained that this pump fell off the mounting volute and was damaged. The cost of the repair was greater than the cost of a new pump, however the manufacturer no longer makes our pump. We have chosen a proper pump to replace the existing. The cost is \$37,500 with a 17-19 week lead time. If we pay a \$3,000 expediting fee, the rush order will be received in 7-9 weeks. Since we will be entering the Spring with higher precipitation, the Board moved to pay the expediting fee. Paul will investigate this matter with the insurance company as well.

**Motion was made and seconded by Doug Roth/John Ham to approve the purchase of the new McFann Road pump with expediting fee for the total amount of \$40,500. The motion carried.**

### **Tower Road HRG Proposal**

- Paul explained that this is the second part of the project from Tower Road to Victory Road Business Park. Because the project crosses two streams, a railroad, and crosses Tower Road, the SAA was never planning to do this project in-house. For engineering design and NPDES permitting, the SAA set aside to budget for this project in the amount of \$40,000. For construction, this project might begin in the first part of Fall.

**Motion was made and seconded by Jim Stanek/John Ham to approve HRG's proposal in the amount of \$37,400 for Tower Road Phase 2 design. The motion carried.**

### **State Route 228 Ball's Bend HRG Proposal**

- Paul explained the Authority has a reimbursement agreement with PennDOT. HRG has preliminarily mapped out where our sewer line needs to go with the Ball's Bend project. It will be incorporated with the work of PennDOT's contractors. Penn DOT has approved the cost already. Around 95% of the cost is able to be reimbursed to us, and we have a reimbursement agreement that we'll be submitting.

**Motion was made and seconded by Doug Roth/Doug Farney to approve HRG's proposal in the amount of \$145,800 for PA DOT SR 228 Ball's Bend project design and construction inspection, for which most cost will be reimbursed by PA DOT. The motion carried.**

### **Office Cleaning**

- Paul explained that the current office cleaning staff is not doing a good job and that we are seeking alternatives. We would like to stay around \$500 -\$600 per month. The Board authorized Paul to make the necessary changes to improve the office cleaning.

**Solicitor** Don Graham, DMKCG

### **Municipal Liens, Item A.11**

- Mr. Graham explained that his office has file the Act 1 letters for the first liens. After these first liens are filed, he will file the liens and then file Act 1 letters for the second liens. All liens should be filed this Spring.

### **Old Business**

**None.**

### **New Business**

**Motion was made and seconded by John Ham/Scott Herbst to excuse Doug Farney from the February and March 2020 Board of Directors' meetings. The motion carried.**

**Adjournment**            The meeting adjourned at 6:16 p.m.

The next meeting is scheduled for Tuesday, February 18, 2020 at 5:30 p.m.

**Jody Brown**  
**Recording Secretary**