

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

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

**Roll Call** Scott Herbst, Greg Clifford, Pat Rinebolt, John Ham, Doug Roth, Doug Farney, Jim Stanek, Joe Neubert, and Curt Heakins were all present.

Also in attendance were John Bench/Solicitor, Paul Cornetti/Manager, and Mary Papik/Controller.

**Correspondence** None

**Minutes** Chairman Clifford asked if there were any additions or corrections to the minutes of June 16, 2020. Hearing none, they were approved as submitted.

**Public Comments** None

**Controller** Mary Papik

**Bills, Item C.2.3**

**Motion was made and seconded by Doug Roth/Jim Stanek to approve checks in the amount of \$89,139.41 paid from the SAA Revenue Fund and \$18,394.71 paid from the Borough General Fund on July 21, 2020. In addition, decrease adjustments from the Borough General Fund in June in the amount of \$49,032.54, and \$16,926.35 from the Revenue Fund, and payroll expenses for June 2020. The motion carried.**

**Annual Arbitrage Calculations, Item C.11**

Mary explained that the arbitrage payment in the amount of approximately \$690 was made last month. A small amount (\$128.60) remains in our Rebate Fund for the next 5-year payment.

**Manager** Paul Cornetti

**Right-To-Know Officer, Item A.1.1**

**Motion was made and seconded by John Ham/Joe Neubert to appoint Jody Brown as the Authority's Right-To-Know Officer. The motion carried.**

**PA Rural Water Annual Conference, Item A.4.1.2**

- Annual Meeting will be via Zoom Meeting on 8/7/20 @ 10:00 am.

Scott Herbst will attend the Zoom Meeting and cast his vote as the Authority's Voting Delegate.

#### **PMAA's Annual Conference and Trade Show, A.4.1.4**

- Joe Neubert signed up to attend this conference from 8/30-9/2, but this conference has been cancelled. The SAA has received all associated refunds.

#### **Authority By-Laws, Item A.11.1**

- DMKCG drafted the revised By-Laws last month.
- Paul provided a summary of the content of the By-Law revisions. These revisions were prompted to provide a means for the Authority Board to conduct meetings remotely.

**Motion was made and seconded by Pat Rinebolt/Joe Neubert to approve the revised Authority By-Laws. The motion carried.**

#### **Tower Road Phase 2, Item F.16**

- Paul explained that the project has been advertised. Bid opening is scheduled for August 13th. We plan to award the bid at the August 18th Board meeting. We did receive a few comments from CN Railroad today regarding the permit application. We will address these questions and resubmit.

#### **Muffin Monster, Item H.22**

- Paul explained that the shaft that holds the gears slipped and the threads were damaged. Our guys pulled the unit apart and Chuck is ordering the parts needed to repair. While the unit is out of operation, the blades will be rotated as planned for this year.

#### **Port 'O Call Mobile Home Park**

- Paul explained that Doug Roth and he met with Port 'O Call last month. The owner is interested in sewer service but would likely wait until public water is available as well since he would still need employees to run the water system regardless of the disposition of his sewer system. He currently owns most properties in the park, however there are several that he would like to purchase that are owned by the occupants. Mr. Roth explained that there are no plans for traditional single-family homes on the property. Mrs. Rinebolt questioned our prediction on the ability to be paid for sewer service. It is believed that the tenants at the park would be able to pay the monthly fees since they are already paying a fee equivalent to our fee for maintenance costs.

#### **Route 228 Ball's Bend Realignment Project, Item F.14**

- Paul explained that the SAA has questioned the PA DOT decision that SAA facilities in Middlesex Township roads should be cost-shared rather than 100% paid for by PA DOT. PA DOT has sent this to its legal department in Harrisburg for clarification.
- Review of PA DOT cost-sharing exhibits:
  - Cost-sharing letter and Resolution #7-2020 (Exhibit~F.14.1)
  - Utility Relocation Questionnaire and Permit Applications (Exhibit~F.14.2)
  - Utility Relocation Clearance Report (Exhibit~F.14.3)

**Motion was made and seconded by Scott Herbst/Jim Stanek to authorize Mr. Clifford to execute the appropriate PA DOT documents for project cost-sharing and to adopt the PA DOT Cost-Sharing Resolution #7-2020. The motion carried.**

**Carl Leicher South Rebecca Street lots**

- Last March we discussed sewer service to lots 264, 266, and 268 S. Rebecca Street.
- Paul explained that sewer service to these lots is available on the East side of S. Rebecca Street. However, the staff believes connection to that sewer main is unable to be constructed. There is a high-pressure gas line above the sewer main, the sewer main is 10 ½ feet deep, and the horizontal curvature of the road presents challenges for construction. If the taps could be extended to this main, the staff believes that the cost would range from \$15,000 for open cutting up to \$90,000 for boring.
- As an alternative, the staff would like to connect into an existing manhole on the West side of the road and extend a sewer main up through Leicher's properties. Mr. Leicher would provide the Rights-of-Way for this construction. We can install the wyes for each tap as we extend the main line.

**Motion was made and seconded by Doug Roth/Jim Stanek to authorize the installation of approximately 300 L.F. of sewer line to extend service to 264, 266, and 268 S. Rebecca Street. The motion carried.**

**Motion was made and seconded by John Ham/Pat Rinebolt to authorize the manager to negotiate the connection fees with Mr. Leicher in exchange for the right-of-way. The motion carried.**

**Delayed Shut-off Customers**

- Paul explained that the PUC does not permit utilities to shut off customers during the pandemic. The SAA is not regulated by the PUC, however, Pennsylvania American Water Company (PAWC) is. The SAA shuts off its customers that have public water by having PAWC shut off their water service. When SAA customers do not have public water service, the SAA physically digs up the customer's service for termination of service. The SAA has not physically dug up customers during the pandemic to maintain consistence with how we treat all of our customers.
- We only have four (4) customers that would have been dug up by now for non-payment. At some point either the SAA Board, or the PUC will authorize shut-offs to resume. Paul asked for direction from the Board on how much notice to provide these customers after shut-offs resume. The Board decided that we will provide a 30-day notice for the delinquent customers to pay their accounts in full, otherwise service will be terminated.

**Solicitor** John Bench of Dillion, McCandless, King, Coulter, & Graham, LLP

The Solicitor had no further report at this time.

**Old Business**

None

**New Business**

None

**Adjournment**

The meeting adjourned at 6:25 p.m.

The next meeting is scheduled for Tuesday, August 18, 2020.

Jody Brown  
Recording Secretary