

SAXONBURG AREA AUTHORITY BOARD MEETING
Meeting Minutes
October 20, 2020

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

Also in attendance were Don Graham/Solicitor, Paul Cornetti/Manager, Mary Papik/Controller, and Jody Brown/Recording Secretary.

Correspondence None

Minutes Chairman Clifford asked if there were any additions or corrections to the minutes of September 15, 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 Pat Rinebolt/Jim Stanek to approve checks in the amount of \$31,412.68 paid from the SAA Revenue Fund and \$7,046.52 paid from the Borough General Fund on October 20, 2020. In addition, decrease adjustments from the Borough General Fund in September in the amount of \$20,271.80, and \$15,768.60 from the Revenue Fund, and payroll expenses for September 2020. The motion carried.

New PC for Employee, Item B.5

Motion was made and seconded by John Ham/Doug Roth to approve the purchase of a new laptop for Renee Ramfos in the amount of \$2,475.00 to be split with the Borough, \$561.58 to Borough and \$1,913.42 to Authority. The motion carried.

Annual Budget Report, Item C.1

- Mary and Paul presented the 2021 annual budget consisting of \$5,203,370 in total revenues, \$6,024,660 in total expenses, including \$1,605,000 in depreciation and \$231,490 in capital projects. The major capital projects proposed for 2021 were discussed, including the new truck, municipal building roof, siding and paving, new stone/salt bins as well as the cash flow projections.

Motion was made and seconded by Doug Roth/Curt Heakins to adopt the 2021 Annual Budget without the UV bulb purchase, because the UV bulbs will be purchased in 2020. The motion carried.

2015 Bond Coverage Calculation, Item C.5.2

- Mary explained that the 2021 SAA Rate Covenant Calculation provides an estimated surplus of \$2,769,608. Paul explained that this calculation includes non-cash revenues, but does not include depreciation expenses.

Manager

Paul Cornetti

Tower Road Phase 2, Item F.15

- Discussion on status of project:
 - Clearing started on September 28 and sewer excavation started October 13. Paul explained that, because Cronin does not have a great deal of experience, progress is going slowly. But, he said, the sewer line is going in correctly. The deadline is December 9.
 - Paul explained that we have still not received the CN permit.
 - Paul explained that the Board may wish to provide some additional minor improvements for the property owners, such as trees and concrete barriers if requested. The Board agreed.

Davis Road Pump Station-Pump #4 Overload Issues, Item G. Dav. 1

- Paul explained this pump rebuild will cost \$16,185 and the pump is expected to be returned in 20-22 weeks. Due to the long wait for the return of the pump, the SAA has requested it be expedited. Paul will report back to the Board after the expediting fee is presented.

UV Bulb Purchase, Item H.15

- Paul explained that we placed \$15,000 in the 2021 budget for bulb replacements and we recently received a quote for \$14,760. Xylem will provide a 10% discount if purchased at this time, reducing the price to \$13,284.

Motion was made and seconded by John Ham/Doug Farney to purchase UV bulbs at the discounted price of \$13,284 during 2020. The motion carried.

Park Place Line Extension Project, Item I.9

- Paul explained that this small 70 L.F. line extension will provide service to one home.

Motion was made and seconded by Greg Clifford/Curt Heakins to adopt Resolution #9-2020, accepting ownership of Park Place Line Extension, contingent upon the successful completion of all post-construction items. The motion carried.

COVID-19 Customer Payment Plans, Item J.7

- Paul explained that the PUC has not authorized shut-offs of service at this time, therefore our PAWC customers cannot be shut off for non-payment. The Board has followed suit with the PUC and has not shut-off sewer only customers for non-payment.
- At this time, the SAA has 14 water-and-sewer customers and one sewer-only customer that would have been shut-off. Some of these customers are nearing the \$1,000 threshold for the Authority to file municipal liens.
- After discussion, the Board decided to continue to file liens on properties after \$1,000 in charges, however, we will not shut-off the sewer service. This will be revisited occasionally, and certainly after the PUC lifts the shut-off ban.

Joint Policy Topics, Item A.3

- Because the Board reviewed Item A.3 prior to the meeting, no discussion and no Executive Session were necessary.

Motion was made and seconded by John Ham/Doug Farney to approve the 2021 Budget Field Crew Splits, Office Employee Splits/Aggregate Wage Adjustments, Overall Budget Splits and Joint Borough/Authority purchases. The motion carried.

Solicitor Don Graham 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 6:23 p.m.

The next meeting is scheduled for Tuesday, November 17, 2020.

Jody Brown
Recording Secretary