

SAXONBURG AREA AUTHORITY BOARD MEETING
Meeting Minutes
December 21, 2021

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

Roll Call Greg Clifford, Curt Heakins, Rob Mrozek, Joe Neubert, John Ham, Pat Rinebolt, and Doug Roth were present.

Also in attendance were Don Graham/Solicitor, Paul Cornetti/Manager, Mary Papik/Controller, Ryan Malarik/Director of Development, and Jody Vettori/Recording Secretary.

Doug Farney and Scott Herbst were absent.

Correspondence

On December 8, 2021, the Authority received a thank you card from the family of Linda Cornetti for the funeral flowers.

Minutes

Chairman Clifford asked if there were any additions or corrections to the minutes of November 16, 2021. Hearing none, they were approved as submitted.

Public Comments

There were no comments from the public.

Greg Clifford expressed his thanks to the staff for the treatment plant tour and the hors d'oeuvre happy hour following at the Hardwood. All Board members agreed with Greg that they really enjoyed the afternoon.

Ryan Malarik, Director of Development, Item A.10

Ryan explained that we've had 103 connection inspections thus far this year, which is slightly above our budgeted 93 connections. He explained that we have seen growth around 2.5%. Paul explained that we have had just over 600 connections in the past 5 years.

Ryan discussed the office's efforts on attempting to keep newly constructed manholes to grade in new developments, specifically Weatherburn Phase III.

Ryan provided a brief overview of the status of all development projects including Sienna Village, Fieldstone, Hawkins Crest, Giamatteo, Croyle, Stoneybrook, and Pitell. He also explained that the Leicher line extension and Roberts line extension were accepted in the past year.

Controller

Mary Papik

InvoiceCloud Item J 5.1

Mary explained that we received the Agreement with InvoiceCloud and Don Graham reviewed the same. The biggest concern is cyber insurance, which is a concern that we currently have with Muni-Link. With InvoiceCloud sitting inside Muni-Link, we will have additional insurance coverage.

The kick-off meeting with InvoiceCloud is scheduled for January 4th.

CDC and Chamber Membership, Item B.5

Mary explained the Authority received a membership request for both the Chamber of Commerce and the CDC, combined, at a cost of \$500. We have always been a member of the CDC. The cost has been \$250. We have never been a member of the Chamber of Commerce. Mary asked if the Board would like to renew membership in both. After discussion, the Board decided they would like to support these local non-profit businesses.

Motion was made and seconded by Doug Roth/Curt Heakins to join the Butler County CDC and the Chamber of Commerce for a cost of \$500. The motion carried.

Bills, Item C.2.3

Motion was made and seconded by Pat Rinebolt/John Ham to approve checks in the amount of \$30,606.30 paid from the SAA Revenue Fund and \$15,403.10 paid from the Borough General Fund on December 21, 2021. In addition, decrease adjustments from the Borough General Fund in November in the amount of \$19,531.43, and \$13,733.17 from the Revenue Fund, and payroll expenses for November 2021. The motion carried.

Manager

Paul Cornetti

Mr. Farney and Mr. Herbst Absence

Motion was made and seconded by John Ham/Curt Heakins to approve Mr. Farney's and Mr. Herbst's absences from the December Board of Directors' meeting. The motion carried.

New Trailer for Mini-Excavator, Item C.1

Paul discussed the details of the weights and costs of the proposed mini excavator, trailer, and truck. He explained that the weight of all three will be approximately 22,000 pounds. It's important that we keep below 26,001 pounds; otherwise, the state will require Commercial Driver's Licenses for the drivers.

Mr. Ham explained that we should investigate further to ensure that all components are within regulatory requirements, prior to purchasing. He was concerned that the combined gross vehicle weights and registrations may not be adequate.

Motion was made and seconded by Doug Roth/Joe Neubert to purchase the new trailer for the cost of \$6,100 from J&J Trailer and Equipment Sales, provided the combined gross vehicle weights are adequate. The motion carried.

Motion was made and seconded by John Ham/Joe Neubert to sell our existing trailer on Municibid, provided the combined gross vehicle weights on the new trailer are adequate. The motion carried.

SAA Newsletter, Item J.7

Paul explained that staff has been working on the newsletter. He explained the cost to have it professionally printed would be near \$3,000, however, he provided a sample printed from Jody's printer, and all agreed the quality was fine. Paul explained the staff can have the newsletter completed by the end of January and asked if any Board member would like to have a message for the newsletter or would like to review. The Board is happy with the staff's creation and review of the newsletter.

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

534 Steiner Bridge Road, Item J.6.4

Don explained that we entered into an Agreement with US Bank on this property earlier this month. The tap fee payment of \$30,569.54 is due tomorrow. The Agreement stipulates that monthly user fees commence on December 1, 2021 and connection must be made by June 30, 2022.

Old Business None

New Business

Curt explained that he would like Paul to investigate getting a large monitor for in the Chambers Room to keep all Board members on the same page. Curt provided a name of a man who was able to get his office set up.

Paul will investigate and report back to the Board.

Adjournment The meeting adjourned at 6:21 p.m.

The next meeting is scheduled for Tuesday, January 18, 2022.

Jody Vettori
Recording Secretary