

**SAXONBURG AREA AUTHORITY BOARD MEETING**  
**Meeting Minutes**  
**April 18, 2023**

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

**Roll Call**

All Board members were present.

Also in attendance were Mary Papik/Controller, Melissa Wolfe/Billing Coordinator, Paul Cornetti/Manager, Donald Graham/Solicitor, and Dustin Starr from Maher Duessel.

**Correspondence**

None

**Minutes**

Chairman Clifford asked if there were any additions or corrections to the Minutes of March 21, 2023. Hearing none, they were approved as submitted.

**Public Comments**

None

**Audit Report, Item C.2**

Dustin Starr from Maher Duessel presented the 2022 Audit Report, including the Communication to Those Charged with Governance, the Independent Auditor's Report, the Management's Discussion and Analysis as presented by the staff, the Financial Statements, Footnotes, the proposed legal advertisement and the DCED Filing.

**Motion was made and seconded by Doug Farney/Scott Herbst to approve and advertise the 2022 Audit Report as prepared by Maher Duessel. The motion carried.**

**Billing Coordinator**

Melissa Wolfe

**Board of Directors' Meetings, Item A.11**

Melissa explained that we changed our May meeting from the 16th to the 17th due to the potential election in our building. We've been informed the election will not be held in our office. Next month's meeting is advertised to be held on Wednesday, May 17th, 2023. If we would like to move the May meeting back to May 16th, we will need to re-advertise.

Melissa also explained that Greg and Paul are not available to attend the Board of Director's Meeting on June 20th. She presented alternative meeting dates for the June meeting.

**Motion was made and seconded by Curt Heakins/Doug Roth to re-advertise the June 20th, 2023, meeting to June 27th, 2023, and the May 17th meeting back to May 16th. The motion carried.**

**Controller**  
Mary Papik

**Bills, Item C.2.3**

**Motion was made and seconded by Curt Heakins/Doug Roth to approve checks in the amount of \$56,457.97 from the SAA Revenue Fund on 04/18/2023, of which \$53,994.68 is the Authority portion and \$2,463.29 is the Borough portion. In addition, decrease adjustments from the Borough General Fund in March in the amount of \$13,110.44 of which \$6,650.58 is the Authority portion and \$6,459.86 is the Borough portion, and \$40,090.95 from the Authority Revenue Fund of which \$33,722.04 is the Authority portion and \$6,368.91 is the Borough portion, and payroll expenses for March 2023. The motion carried.**

**Manager**  
Paul Cornetti

**New Positions, Item A.2**

Paul explained that the Borough and the Authority have had no success finding a person to assist in lawn maintenance for the period from April-September as planned. Paul explained that they had met with Brian Russo to discuss the position. He is interested in helping, however is only able to help for two months this summer. While not ideal, this may be an option.

Paul explained that we advertised for a new Sewage Treatment Plant Operator today to replace Rick Markovich when he retires. We are hopeful we will find somebody in the next few weeks.

**W. Cruikshank Road – PA DOT Project, Item F.14**

Paul explained that the PA DOT paving project on W. Cruikshank will add 6-1/2 inches of asphalt to the road. Under PA DOT's Abbreviated 50/50 Work Plan, the Authority can provide all materials to PA DOT's contractor to install. The material costs of the project are negligible.

Mr. Mrozek asked why the project has been planned with asphalt so thick and with such a quick timeframe. Paul explained that a gas well development company is funding the project through PA DOT.

Mr. Roth asked if we would inspect the work as it is completed. Paul explained we will.

**Motion was made and seconded by Doug Roth/Doug Farney to approve the cover letter to PA DOT requesting incorporating Abbreviated Utility Work and adopting Resolution #3-2023 which authorizes the Chairman to execute the PA DOT Agreement for the West Cruikshank Road Paving Project. The motion carried.**

### **Force Main Break, Item H.1.2**

Paul explained that we experienced another force main leak on the Route 8 Pump Station discharge line, near Powell Road. This was the fourth leak in this area and the second in March of this year. The leak was reported to DEP. The leaks are time consuming, very expensive due to pumping and offensive to our neighbors. He explained that the staff will begin to look for alternatives such as slip lining or full replacement of the line with PVC. The Board discussed options and directed the staff to bring plans back in the future.

### **Sludge Disposal at WWTF, Item H.6**

Vogel was the only company to bid for this project. The Board reviewed both the 3-year term and the additional 2-year term option for the Contract.

**Motion was made and seconded by Curt Heakins/Scott Herbst to approve Vogel Disposal Service, Inc.'s bid on SAA Contract #1-2023 for non-hazardous residual waste disposal for the initial term from 6/11/2023 – 6/10/2026 and for the alternative term from 6/11/2026 – 6/10/2028. The motion carried.**

### **McFann Road Pump Station Project, New Item**

Paul explained that one of Mr. Graham's associates, Mike Hnath represents Middlesex Township. Mr. Hnath called this month and explained that Middlesex Township would like to gift the Authority the property in which the McFann Road Pump Station is situated. Middlesex Township requests the Authority provide the services and incur the cost to subdivide this property. Paul explained that he would make sure the subdivision is completed provided the Board approves.

**Motion was made and seconded by Scott Herbst/Doug Roth to pay for and authorize the subdivision of Middlesex Township's property on McFann Road. The motion carried.**

### **Solicitor**

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

Mr. Graham explained that we made an Agreement with a property owner to reduce the amount of the lien provided the property owner pay the reduced lien amount and connect to the sewer system. Although the property owner paid the reduced lien amount, the property never connected to the system, despite the Authority's attempts to prompt connection. Mr. Graham will send them a letter stating that they are in breach of the Agreement and if they do not cure, he will commence proceedings.

### **Old Business**

None.

### **New Business**

None.

### **Adjournment**

The meeting adjourned at 6:20 p.m.

The next meeting is scheduled for Tuesday, May 16, 2023.

Melissa Wolfe  
Billing Coordinator