

SAXONBURG AREA AUTHORITY BOARD MEETING
Meeting Minutes
June 27, 2023

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

Roll Call

Rob Mrozek, Greg Clifford, Scott Herbst, John Ham, Joe Neubert, Patricia Rinebolt, Doug Farney, and Doug Roth were present. Curt Heakins was absent.

Also in attendance were Mary Papik/Controller, Melissa Wolfe/Billing Coordinator, Ryan Malarik/Director of Development, Paul Cornetti/Manager, and Donald Graham/Solicitor.

Correspondence

None

Minutes

Chairman Clifford asked if there were any additions or corrections to the Minutes of May 16, 2023. Hearing none, they were approved as submitted.

Public Comments

None

Billing Coordinator

Melissa Wolfe

PMAA Annual Conference

Melissa provided details on PMAA's Annual Conference. She explained that Mr. Clifford and Mrs. Rinebolt will be attending and if any other Board members are interested, please contact her and she will help get you signed up for the classes.

Controller

Mary Papik

Bills, Item C.2.3

Mary explained that the original packet had an error on the decrease adjustment summary of the SAA Revenue Account. A new copy of the correction was distributed along with the corrected motion. She explained that a new summary of the payables will be presented at future meetings.

Motion was made and seconded by Patricia Rinebolt/John Ham to approve \$71,413.19 in checks paid from the Borough's General Fund, of which \$53,713.19 is the Borough's portion of the expense, and \$17,700 is the Park's portion of the expense. In addition, decrease adjustments in May from the Borough General Fund in the amount of \$10,871.75 of which \$6,366.74 is the Borough's portion of the expense, \$1,444.41 is the Park's portion, and \$3,060.60 is the Authority's portion of the expense. Also, decrease adjustments from the Authority's Revenue fund in the amount of \$39,353.85 of which \$5,804.47 is the Borough's portion,

\$25.16 is the Parks portion, and \$33,524.22 is the Authority portion. Checks paid from the Authority's Revenue Fund, of which \$9,812.81 is the Borough's portion of the expense, \$4,884.98 is the Park's portion, and \$150,679.02 is the Authority's expense for a total of \$165,376.81. Also, Payroll for May 2023 in the amount of \$89,150.54 of which \$30,944.12 is the Borough's portion of the expense and \$58,206.42 is the Authority's portion of the expense. The motion carried.

Director of Development

Ryan Malarik

Ryan provided a status update on the development of the system. He primarily discussed Hawkins Crest, Liberty Pointe, Sienna Village and Grey Hawk PRDs.

Phase I of Hawkins Crest was adopted in May 2022. 16 Lots will be serviced with Phase II. Mrs. Rinebolt asked how many units remain to be connected. Paul directed the Board to Exhibit~I.1 that tabulates statistics on the connection status of all PRDs.

Ryan explained that Liberty Pointe located on the north side of Constitution Avenue proposes 28 quad units for a total of 113 units. Mr. Mrozek questioned if Alana Drive will be extended to this development. Ryan and Paul explained that they believe Liberty Pointe will have future access to Alana Drive, when Stoneybrook is completed.

Sienna Village is located near the Middlesex Township/Adams Township border on Route 228. Phase 1A and phase 1B are proposed. Phase 1B consists of 49 townhomes and commercial units. The residential portion of this phase will be completed first. Phase 1A will be completed at a later date. Mrs. Rinebolt asked for information on the commercial tenants. Ryan explained that those details are not available at this time.

Ryan explained that Grey Hawk is a 111-unit PRD that will be located on Overbrook Road. This development has had problems getting off the ground. A great deal of public concern over the impact on the Glade Run dam stalled the project initially. Since that time, there have been several design revisions to the project. The Authority received the latest design submittals earlier this month.

Mr. Ham and Mr. Roth asked about the build-out status of Fieldstone on Forsythe Road. Ryan explained that initially there were 2 service line inspections each week. We are currently seeing about 1 connection each week at this time.

Manager

Paul Cornetti

Employee Matters, Item A.2.2

Paul explained that both Evan Fetter and Brian Russo are new employees that are working out well. Evan assisted with most of the East Main Street project and will be starting to report to the treatment plant beginning June 28th. Brian Russo started on June 13, 2023, as a part-time temporary employee. He has been assisting with lawn cutting, painting and other similar tasks.

BCIB Sewer Line Replacement Projects, Item C.13

Paul explained that HRG completed preliminary design plans and the team met with PA DOT last month. Initially there was concern related to night work requirements with PA DOT on Pittsburgh Street, but PA DOT has permitted the SAA to complete the work during the day. Each project involves some encroachment in the PA DOT right of way and therefore PA DOT requires a resolution authorizing an authority representative to execute the necessary applications and paperwork.

Motion was made and seconded by Doug Roth/Joe Neubert to adopt Resolution #4-2023 authorizing Paul Cornetti to execute the appropriate applications and agreements associated with work in PA DOT’s right-of-way. The motion carried.

East Main Street Sewer Line Replacement Project, Item F.12

Paul explained that the last piece of the main line was installed on June 15th. The last tap was finished on June 27th. At this time, we have a little excavation remaining to cap the old sewer line and abandon the old manholes. After that we have approximately 800-1,000 tons of material to remove from the site and binder paving restoration. Next year the Authority will split a wearing course paving project with the Borough.

534 Steiner Bridge Road, Item J.6.5

Paul explained there has been very little activity on this in the past month. The May 31st deadline for connection has long since expired. Mr. Graham explained that he has called and emailed the property’s attorney regarding the connection. The Board decided to wait until the next Board meeting on July 18th to take action on the unsatisfied Agreement.

Solicitor

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

Mr. Graham had no further report at this time.

Old Business

None.

New Business

None.

Adjournment

The meeting was adjourned at 6:06 p.m.

The next meeting is scheduled for Tuesday, July 18, 2023.

Melissa Wolfe
Billing Coordinator