

SAXONBURG AREA AUTHORITY BOARD MEETING
Meeting Minutes
February 18, 2025

Chairman Greg Clifford called the meeting to order at 5:00 p.m.

Roll Call

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

Correspondence

None.

Minutes

Chairman Clifford asked if there were any additions or corrections to the Minutes of January 21, 2025. Hearing none, they were approved as submitted.

Public Comments

None.

Director of Finance

Melissa Wolfe

2025 State of the County Seminar, Item A.4.1.5

Melissa explained that this event will be held at the Atrium on March 20, 2025. She explained that this event had a huge turnout last year and was beneficial to the Authority. Mr. Mrozek attested to the same effect. Melissa also explained that this event conflicts with the Board Member Training date, as they are on the same day. She asked if any of the Board Members would like to attend this event. John Ham and Greg Clifford stated that they would like to attend.

Motion was made and seconded by Rob Mrozek/John Ham to approve the attendance to the 2025 State of the County Seminar for any Board Member. The motion carried.

Bills, Item C.2.3

| <i>Purpose</i> | | SAA | Borough | Park | Total |
|----------------------------|-----------------------|---------------------|--------------------|-------------------|---------------------|
| Borough General Fund | Automatic Payments | \$1,416.51 | \$4,691.44 | \$1,813.52 | \$7,921.47 |
| | Payroll | \$66,066.25 | \$39,448.54 | | \$105,514.79 |
| SAA Revenue Fund | Automatic Payments | \$50,509.56 | \$8,578.23 | \$743.83 | \$59,831.62 |
| | Checks Paid | \$23,844.34 | \$3,043.06 | \$210.00 | \$27,097.40 |
| Total: | | \$141,836.66 | \$55,761.27 | \$2,767.35 | \$200,365.28 |

Motion was made and seconded by Dave Johnston/Rob Mrozek to approve the Authority's portion of the bills as presented in the table above in the total amount of \$141,836.66. The motion carried.

BNY Bond Payment, Item C.5

Melissa explained that the March bond payment is due to be sent in at the end of this month. She stated that the payment amount is \$1,051,506.25, less cash on hand. She reached out to BNY via email to get the exact amount of cash on hand value.

Motion was made and seconded by John Ham/Rob Mrozek to approve the transfer of the appropriate funds for the March bond payment to BNY Mellon. The motion carried.

Investments, Item C.12

Melissa and Paul explained that Exhibit~C.12 shows the current rates for CD's from PLGIT. These rates range from 4.5%-4.9% depending on how many days we wanted to invest. Melissa explained that our current Class Account is receiving 4.18%, and that the money is liquid if we should ever need it.

Paul interjected that the Authority has always preferred to have \$500,000 for emergency funding, should a large item, like a screw pump or the centrifuge need replaced. Additionally, with the bond payment and a possible \$250,000 McFann Road pump replacement project, Paul does not recommend investing in the CDs at this time.

Melissa explained that considering Paul's points and the nominal return on the investments, she recommends maintaining the Class account, and not investing in CDs at this time.

Mr. Heakins recommended that Melissa and Paul inquire about a letter of credit that may be used for funding emergency repairs. The Board agreed.

Manager

Paul Cornetti

Chamber of Commerce Annual Membership, Item A.4.1

Paul explained at last month's meeting, we discussed that the Authority received an invoice for \$500.00, and the Borough received an invoice for \$250. Last month, the Board decided to renew our membership if the price was \$250. Paul reached out to the Chamber of Commerce, and they explained that our cost is regularly \$400, but they will give a \$100 discount, since the Borough joined as well. They stated that next year the cost will be \$400. The Authority joined for 2025 at a price of \$300.

PA ONE Call/PUC Administrative Penalty, Item F.21

Paul explained that the PUC now administers fines for PA ONE Call. Paul explained that we received a penalty of \$1,000 from the PUC for failure to clear a call from our computer system in October 2024. Paul explained the procedure that the staff takes when marking emergency ONE Calls. We marked the line, but did not clear it from the computer system. Adams Water Authority's meter pit was hit, and the contractor filed a claim. SAA facilities were marked and not damaged in any way. There are concerns with the way certain contractors place emergency ONE calls for non-emergency work. This can cause our staff difficulties. The Board offered suggestions on ways that we may be able to handle these emergency ONE Calls in the future. The staff will review those suggestions and

come up with a plan to address the procedure. Paul affirmed that we have thousands of ONE Calls each year that are appropriately administered, although this emergency was marked, it simply was not cleared on the website. This emergency ONE Call simply fell through the cracks.

Paul explained that he negotiated the penalty down to \$500. He also said that if we were to try and fight this penalty, we would have to appear in person in Harrisburg. The check was sent out for the penalty this month.

McFann Road PS Pump and Panel Rebuild, Item G.McF.2

Paul discussed that the Authority budgeted to replace the wet well/drywell pumps at the McFann Road pump station. We figured that \$125,000 for the pumps, and \$25,000 for electrical upgrades. Looking at the proposal we received, Kappe quoted between \$165,000 and \$179,000 just for the pumps. The Board suggested comparing pricing with other manufacturers. Paul explained that due to the presentation that Melissa provided on investments and cash flow, he recommends revisiting this topic later in the year.

Chapter 94 and Annual Solids Management Inventory, Item H.1.1

Paul distributed a summary of the 2024 Chapter 94 Report that was submitted to the DEP last month. He highlighted the report in detail, spending additional time on the hydraulic loading, organic loading, precipitation data, customer growth, sludge wasting, development, maintenance, overflows, previous sewer line replacements, and proposed sewer line replacements.

Leslie Road PRD Project, Item I.12

Paul explained that we met with the Developer and the Engineer and explained options for this project. They are re-evaluating and will get back to us.

Connoquenessing Township Sanitary Sewer Service, New Item

We received an email from HRG today, requesting a letter of capacity for up to 400,000 gallons per day, along with our terms and conditions for service. Connoquenessing Township is considering the bulk treatment option previously discussed. HRG explained the project will likely be in four phases. The SAA has requested more information from HRG. After this information is received, the SAA staff will provide the Board with a report for its decision next month.

Solicitor

Anthony Cosgrove of Dillion, McCandless, King, Coulter, & Graham, LLP

The Solicitor had no report at this time.

Old Business

New Business

Executive Session

The Board went into Executive Session at 5:53 p.m. to discuss personnel matters.

The Board came out of Executive Session at 5:58 p.m. No action was taken.

Adjournment

The meeting adjourned at 5:59 p.m.
The next meeting is scheduled for Tuesday, March 18, 2025.

Melissa Wolfe
Director of Finance