

**SAXONBURG AREA AUTHORITY BOARD MEETING**  
**Meeting Minutes**  
**March 18, 2025**

**Second Vice Chairman Rob Mrozek called the meeting to order at 5:00 p.m.**

**Roll Call**

Doug Roth, Joe Neubert, John Ham, Scott Herbst, Rob Mrozek, Curt Heakins, and Dave Johnston were present. Also present was the Director of Operations, Chuck McGee. Doug Farney and Greg Clifford were absent.

**Correspondence**

None.

**Minutes**

Mr. Mrozek asked if there were any additions or corrections to the Minutes of February 18, 2025. Hearing none, they were approved as submitted.

**Public Comments**

None.

**Director of Operations**

Chuck McGee

**Update of Operations, Item A.10**

Chuck explained that the field crew will be investigating manholes downstream of the Route 8 pump station discharge for deterioration. He explained that if there is a problem, the field crew will be fixing any issues throughout the summer.

Chuck stated that he is planning some improvements at Garage 2 over the summer as well. He explained that the staff will be pouring a concrete apron and upgrading the electrical in the garage. He explained that the staff will be working on building a shed at the WWTF for storing supplies. He also stated that they will be upgrading the kitchen at the plant, with numerous small improvements. Lastly, Chuck explained that in the Headworks building, the ceiling collapsed recently. He stated that the field crew will be assessing this and fixing the ceiling over the next few months.

Dave Johnston asked if he could stop at the WWTF to tour the facilities. Curt Heakins and Rob Mrozek also would like to participate in a tour of the plant.

Rob Mrozek questioned if there was still a parking issue down at Garage 2. Chuck stated that since we put the signs up for parking, there have not been any issues with parking.

**Director of Finance**

Melissa Wolfe

**Bills, Item C.2.3**

<i>Purpose</i>		SAA	Borough	Park	Total
Borough General Fund	Automatic Payments	\$2,462.22	\$4,779.13	\$1,761.49	\$9,002.84
	Payroll	\$68,277.47	\$38,949.40		\$107,226.87
SAA Revenue Fund	Automatic Payments	\$55,307.85	\$11,157.02	\$827.28	\$67,292.15
	Checks Paid	\$53,796.16	\$3,000.47	\$0.00	\$56,796.63
Total:		<b>\$179,843.70</b>	\$57,886.02	\$2,588.77	\$240,318.49

Motion was made and seconded by Curt Heakins/Joe Neubert to approve the Authority’s portion of the bills as presented in the table above in the total amount of \$179,843.70. The motion carried.

**Manager**

Paul Cornetti

**Operator Certification, Item A.4.2.3**

Paul explained that Evan Fetter has been working on his continuing education credits and is also signed up for a 13-week course that will start on April 16<sup>th</sup> – July 16<sup>th</sup>, to further study for his Operator Certification. Paul explained that he would like to extend the period for Evan to obtain his certification.

Motion was made and seconded by Dave Johnston/Scott Herbst to approve the extension from 5/1/2025 to 9/12/2025 for Evan Fetter’s certification. The motion carried.

**I&I Monitoring, Pittsburgh Street, Item F.19**

Paul explained that the staff completed 2 IP reviews on Pittsburgh Street, and stated that we need at least one more, but it must be during a severe rainstorm. Paul detailed that the Board’s policy typically provides 9 months from our letter date to correct these issues. He explained that this 9-month period will bring us very close to Christmas. He asked the Board if they wanted to provide an 8-month or 12-month period for a correction date, so it is not so close to the holiday. Mr. Ham, Mr. Heakins and Mr. Roth presented potential solutions. The Board agreed that Paul can make the decision based on rainy days moving forward.

**Connoquenessing Township Sanitary Sewer Service, New Item**

Connoquenessing Township (CT) requested the SAA to provide a letter stating that it can provide up to 400,000 gpd of bulk sewage treatment to CT and the terms of such service. Under this plan, the SAA would be responsible only for the treatment of CT’s sanitary sewage. CT would be responsible for the full implementation of its upcoming project, and the ongoing operation and maintenance of its collection system, pumping stations, and administrative duties to its customers. CT proposes four construction phases stretching from CT Elementary School to Sheetz on State Route 68 W. Customer tap-ins from these

phases are expected from 2031 to 2033. Initially, planners expect 800 EDUs increasing to approximately 1,300 EDUs in 13 years. CT expects 1% growth per year. Paul explained that SAA's growth rate has averaged 2% over the past 20 years. John Ham asked if there was a zoning ordinance in CT to control growth. Paul, Don Graham, and Dave Jonhston stated that they believe there is only the Subdivision and Land Development Ordinance.

Paul presented charts that illustrated that without CT's flow contribution, the SAA would be projected to require the Wastewater Treatment Facility (WWTF) to upgrade in the year 2060, and with CT's flow contribution, the WWTF would be projected to require an upgrade ten years sooner, in 2050.

Paul later presented what the budget may look like with CT as a bulk customer. The budget resulted in an estimated rate of \$5-\$6 per 1,000 gallons. Tap fees for a 400,000 gpd allocation would range from \$5.7-\$10.7 million if trended toward today's costs. Paul provided details on the SAA's existing debt service and how this project may provide mutual benefit to the SAA and CT.

The Board reviewed a draft response letter to CT that detailed not only the above information, but additional details that would be required in the form of an Agreement with CT.

**Motion was made and seconded by Scott Herbst/Doug Roth to approve the response letter to Connoquennessing Township regarding bulk sanitary sewer treatment. The motion carried.**

#### **2025 – Lanco – System Integration Service Proposal, Item H.14**

Paul discussed the new Professional Service Agreement (PSA) from Lanco. He stated that this 2-year Agreement establishes Lanco's billing rate, pledges their availability at all hours of the day and night, and provides on-site maintenance visits twice a year. He stated that the Agreement was \$275 per month and went up to \$300 per month for this Agreement.

**Motion was made and seconded by John Ham/Curt Heakins to approve the 2-year PSA Agreement from Lanco. The motion carried.**

#### **207 Middle Trail, Item J.6.1**

Paul explained the Authority's process for customers who have been disconnected for non-payment of sewage service, in which the property is subsequently sold at Sheriff Sale. Generally, these properties are reconnected after 60 days of Sheriff Sale, and sewage service is once again initiated.

#### **Solicitor**

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

The Solicitor thanked the Authority for the gift in respect of his mother.

#### **Old Business**

#### **New Business**

#### **Adjournment**

The meeting adjourned at 6:13 p.m.

The next meeting is scheduled for Tuesday, April 15, 2025.

Melissa Wolfe  
Director of Finance