

**SAXONBURG AREA AUTHORITY BOARD MEETING**  
**Meeting Minutes**  
**February 17, 2026**

**Chairman Greg Clifford called the meeting to order at 5:01 p.m.**

**Roll Call**

Greg Clifford, Curt Heakins, Rob Mrozek, Scott Herbst, Joe Neubert, John Ham, Doug Roth, and Dave Johnston were present. Also present were Melissa Wolfe/Director of Finance and Paul Cornetti/Manager. Doug Farney was absent.

**Correspondence**

None.

**Minutes**

Chairman Clifford asked if there were any additions or corrections to the Minutes of January 20, 2026. Hearing none, they were approved as submitted.

**Public Comments**

None.

**Director of Finance**

Melissa Wolfe

**Bills, Item A.1.3**

<i>Purpose</i>		SAA	Borough	Park	Total
Borough General Fund	Automatic Payments	\$5,561.75	\$5,215.82	\$2,173.27	\$12,950.84
	Payroll	\$67,474.42	\$37,430.16		\$104,904.58
SAA Revenue Fund	Automatic Payments	\$54,511.02	\$11,601.78	\$401.90	\$66,514.70
	Checks Paid	\$24,468.81	\$11,365.71	\$0.00	\$35,834.52
<b>Total:</b>		<b>\$152,016.00</b>	\$65,613.47	\$2,575.17	\$220,204.64

**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 \$152,016.00. The motion carried.**

**BNY Bond Payment, Item A.4.2**

Melissa explained that the March bond payment will be wired next week. The total amount due is \$1,063,606.25 minus our cash on hand. Melissa explained that the cash on hand at the end of January was approx. \$32k.

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

**Short-Term Investments, Item A.4.5**

Melissa explained that in our PLGIT Cash account, we currently receive 4.1% with our money in that account. She stated that she investigated short-term investments through PLGIT and found that the rates are currently at 3.6%-3.9%. Melissa stated that we suggest keeping our monies liquid in the Class account, until rates improved. The Board agreed.

**PA Rural Water Annual Conference, Item A.5.1.4**

Melissa explained that during last month's meeting, the Board agreed to book two hotel rooms for this yearly event, a year ahead of time, to ensure that the SAA has lodging at the Penn Stater Hotel. Melissa explained that when you book a room on their website, we have to pay the invoice in full at time of booking. Therefore, for accounting purposes, she stated that this would have to be noted for prepaids for the future and let the office staff be aware of this. Melissa also stated that this event is not publicly advertised for future dates right away. This could impact booking the rooms in the future if we do not have a current date for the next event. Melissa will continue to look into lodging and will report back if there are any changes.

**Destruction of Old SAA Records, Item A.6.1**

Melissa explained that Curt Heakins began shredding the old records on 1/29 and finished completing the records on 2/5. The staff wanted to extend a huge thank you to Curt for assisting with this project. The Board thanked Curt as well.

**Manager**

Paul Cornetti

**I&I Monitoring, Pittsburgh Street, Item B.2.7**

Paul explained that on April 14, 2025, the staff sent letters to 12 customers on Pittsburgh Street explaining that I&I was found coming from their building sewers through the recently installed inspection ports. That letter provided the customers until January 14, 2026, to correct the deficiencies. A total of six different reminder letters were sent to these customers over the past year. Seven customers attempted to correct the deficiencies by the deadline, and five customers did not contact the Authority regarding corrections. On January 20, 2026, the Authority sent letters to the five delinquent customers explaining that sewer service may be terminated for non-compliance not sooner than February 20, 2026. Each of the five customers contacted the Authority immediately. Three of these customers have made minor repairs to their sewer lines.

The nursing home has committed to correcting all sources of infiltration as soon as possible.

Paul explained that he talked with the Fire Company and they plan to demolish the building in question in 2027. Paul explained that due to the amount of infiltration in the sewer they must investigate the problem to see if there is a single source of infiltration and correct it.

Paul explained that as corrections are made the Authority will monitor the inspection ports to ensure that I&I no longer exists. The Board agreed that time extensions should be provided when attempts at corrections are made.

### **Carol Drive/Beatty Drive Sewer Line Replacement Project, Item B.2.8**

Paul confirmed that the SAA did receive \$489,558 from the PA Small Water and Sewer Grant Program. Mr. Clifford and he signed the acceptance contract last month. Funds must be used by June 30, 2029, and we cannot use the funds for in-house staff, or in-house engineering. Therefore, we obtained an engineering design proposal from HRG in the amount of \$48,000. After discussion, the Board decided to attempt to get a proposal from KLH for design services and if the cost is similar, the staff will design the project understanding that if in-house design is completed, the project may be pushed back until next year.

The Authority sent out RFPs for CCTV services associated with the project. Three companies responded with proposals for the Authority's consideration as outlined in Exhibit~B.2.8.1A. State Pipe provided the lowest proposal at \$10,590.

**Motion was made and seconded by Dave Johnston/Scott Herbst to approve the proposal from State Pipe Services for the estimated cost of \$10,590 for providing CCTV internal sewer line inspection on the Carol Drive/Beatty Drive project. The motion carried.**

### **2026 Generator Maintenance, Item B.3.6**

The Authority sent out RFPs for its three-year generator maintenance contract. Cleveland Brothers won the last bid for the service from 2023-2025. Paul presented Exhibit~B.3.6 that outlined the five proposals received ranging from \$17k – \$37K. Cleveland Brothers again provided the best cost at \$17,635, which included three years of PM services and one full Load Bank test year.

**Motion was made and seconded by John Ham/Curt Heakins to accept the proposal from Cleveland Brothers, Inc. in the amount of \$5,155 in 2026 for PM services, \$7,175 in 2027 for PM and Full Load Bank Testing services, and \$5,305 in 2028 for PM services. The motion carried.**

### **Chapter 94 and Annual Solids Management Inventory, Item B.4.3**

Paul provided a summary of the 2025 Chapter 94 report that was submitted to the DEP last month. The average annual flow rate into the WWTF was 843,000 gpd, down 50,000 gpd from 2024. This average annual flow rate is similar to our 5-year average. Our capacity is based upon the 3-month maximum monthly average flow rate. Our capacity is 2.052 MGD. We are operating at approximately ½ half of our capacity.

Organic loading was down to 1,614 lbs. BOD/day average indicating improvements at eliminating our centrate return while we are sampling for influent BOD.

The SAA only had 35 new customer connections last year. 93 new customer connections are expected for 2026. We typically experience a growth rate of 2% per year. Although many development projects are at various stages of development, the development is coming, despite the slow growth in 2025. We currently have approximately 4,500 customers.

We hauled out 650 wet tons of dewatered sludge to the landfill in 2025. This was slightly lower than expected. This translates to 135 dry tons last year.

Only two developments were accepted by the SAA in 2025: Shadow Ridge at 24 units and Liberty Pointe Phase 1 Dedication 2 with 7 quad units.

Paul was proud to report that the staff had a terrific year in 2025. There were no NPDES Permit violations, indicating terrific plant management and testing and there was no system overflow, showing great maintenance in the system and pump stations.

There were no line replacement projects completed in 2025, due to availability of funds. However, from 2009-2024 the SAA replaced 36,000 L.F. of aging sewer mains at a cost of \$4.4 million. We have approximately 10,000 L.F. of old VCP remaining to replace at an estimate cost of \$3.5 million. In 2026-2027 we plan to replace about 2,200 L.F. with a cost of \$866,000.

#### **Amber Grove Phase 1, Item C.1.9**

Paul explained that the Board accepted this small phase of off-site line extension in September 2025 via Resolution #4-2025 contingent upon the successful completion of all post construction activities. These post construction activities were completed last month, and this phase was accepted by the SAA. This full development will ultimately serve 49 residential units and 32 commercial EDU units along SR 228.

#### **Highpointe at Middlesex Crossing, Item C.1.13**

Paul explained that this 60 residential unit development located inside Middlesex Crossings is nearing completion.

Motion was made and seconded by Scott Herbst/Curt Heakins to adopt Resolution #2-2026 accepting ownership of the mainline extended by NWPA Development, LP to provide sewer service to the Highpointe at Middlesex Crossing residential development in Middlesex Township, contingent on successful completion of all post-construction requirements. The motion carried.

#### **John Walker Property/601 Old Plank, Item D.3.3**

Paul explained that is property is located at the intersection of Mushrush Road and Old Plank Road. An old, dilapidated home is situated on this property. The SAA currently maintains a \$62,727.85 lien on this property for unpaid sewer charges. Mr. Roth explained that in 2020, Penn Township attempted to acquire this property during the Mushrush Road Bridge replacement project, however as planning progressed, Penn Township and the property owner were unable to connect. Recently, the property owner and Penn Township have begun discussing demolishing the building and the potential of Penn Township acquiring the property to use as green space.

Paul presented that satisfying the lien for this property may not be fair if the property remained in the property owner's possession. However, in the event Penn Township took possession of the property the Board may wish to satisfy the lien. The Board agreed.

**Motion was made and seconded by Curt Heakins/Scott Herbst to satisfy the SAA's current sewer lien on this property, contingent upon Penn Township's ultimate ownership of property. The motion carried.**

### **Cash Drop Box, New Item**

Melissa explained that a customer called and explained that she placed \$100 in an envelope and placed it in the municipal building front drop off box. The Authority staff did not receive the envelope. The customer was adamant that the \$100 payment was made. Paul and Melissa attempted to contact the customer to discuss the details of the drop-off, however, her phone was disconnected. The staff will attempt to meet with the customer and investigate and possibly use surveillance monitoring from the Police Department to verify the exchange. The Board discussed filing a Police complaint as well.

The staff will discuss signage modifications for the deposit box as well as the option for cash payments and will provide recommendations to the Board at next month's meeting.

### **Solicitor**

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

The Solicitor had no report at this time.

### **Old Business**

#### **New Business**

Rob Mrozek asked about the State of the County Meeting that was coming up in March. He asked if it would be informative for some of the Board and/or staff to attend. Paul and Melissa stated that they went in the years past, and the knowledge that was presented, although very informative, did not pertain to us, and therefore, we felt as if we did not need to attend in the future. Paul explained that if any of the Board members still wanted to attend, to let Melissa know, she will sign them up.

### **Adjournment**

The meeting adjourned at 6:11 p.m.

The next meeting is scheduled for Tuesday, March 17, 2026.

Melissa Wolfe  
Director of Finance