

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

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

**Roll Call**

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. Greg Clifford and Doug Farney were absent.

**Correspondence**

None.

**Minutes**

Mr. Mrozek asked if there were any additions or corrections to the Minutes of February 17, 2026. Hearing none, they were approved as submitted.

**Public Comments**

None.

**Director of Operations**

Chuck McGee

Chuck explained that State Pipe has been working on televising the sewer lines for the Carol Drive/Beatty Drive project. They have been able to use the lateral launcher, which locates the precise location of our customers' laterals, allowing us to reconnect laterals appropriately.

He reported that we are awaiting our McFann Pump Station volute, and that it is expected to be shipped at the end of June.

He informed the Board that the annual clarifier switch will be completed next Thursday. The operators are doing well, producing accurate testing and proper maintenance. He commended Ashley and Evan for learning the system and helping Tony run the plant. Ashley will be starting her Operator Training program in Franklin in April. At the conclusion of the program, she will sit for the operator's exam.

**Director of Finance**

Melissa Wolfe

**Bills, Item A.1.3**

<i>Purpose</i>		SAA	Borough	Park	Total
Borough General Fund	Automatic Payments	\$908.74	\$5,021.46	\$2,509.56	\$8,439.76
	Payroll	\$67,993.63	\$39,470.94		\$107,464.57
SAA Revenue Fund	Automatic Payments	\$46,188.22	\$9,350.34	\$60.15	\$55,598.71
	Checks Paid	\$29,229.26	\$1,843.16	\$0.00	\$31,072.42
Total:		<b>\$144,319.85</b>	\$55,685.90	\$2,569.71	\$202,575.46

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 \$144,319.85. The motion carried.

**Financial Reports, Item A.2.4**

Melissa reported that the auditors have been on site for the past two days. They had planned to be on site the next two days as well, however they have completed their work ahead of schedule and will not be returning. They will present the full audit report at the April Board of Director's meeting.

**SAA Drop Box, Item A.3.8**

Melissa explained that the customer that claimed to have placed \$100 in cash in the drop box was investigated and with the help of the Police Department and surveillance video was found to be inaccurate. The payment was never placed in the drop box.

The Authority has since changed the sign on the drop box to explain that no cash is accepted in the box. We also placed a sign beside the box informing the public that the box is monitored under surveillance video.

The Board discussed segregation and duplication of duties. After discussion, the Board decided to maintain the current process in this regard.

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

Melissa explained that the March bond payment in the amount of \$1,028,714.69 was successfully wired on February 25, 2026.

**Manager**

Paul Cornetti

**127 North Drive Property Lien, Item A.3.2**

Paul explained that the SAA holds a lien on this property in the amount of \$94,893.97 for unpaid sewer bills, tap fee, penalties and interest. This property was never connected to

the system. The property sold at Sheriff Sale in September 2025, however the Authority never received payment from the Sheriff's office for the lien. Over the past few months, the bank questioned the amount of the Authority's lien. Recently, the property has been placed back on the market. A few potential buyers have contacted the Authority and requested consideration on the lien amount. It is not believed that the property has a value as high as the lien. Paul has requested that these potential buyers write the Authority and provide an offer to be brought to the Board. Mr. Graham will review the status of the lien and the outcome of the Sheriff Sale and report back.

#### **Potential 2015 Bond Refinancing, Item A.4.2**

Chris Gibbons, the Authority's bonds consultant, provided a spreadsheet illustrating the current municipal bond rates suggesting that refinancing the 2015 Bonds would provide a savings of approximately \$211,819.14 as found in Exhibit~A.4.2. The Board discussed the impact of these savings. Mr. Mrozek questioned the amount with which the Authority believes refinancing would be beneficial. Mr. Gibbons spreadsheet documented a savings of \$319,000 if rates were to drop another 0.25% and a savings of \$427,000 if the rates were to drop 0.50%. Paul explained that the Authority has a total of \$9.5 million left in bond payments and nine payments remaining through March 1, 2035. The Authority holds approximately \$1.3 million in the Debt Service Reserve Fund which will be used to make the final payment on the bonds. Mr. Graham explained that these funds could be used up front to secure a bank loan, potentially making the bank loan attractive. Paul will continue to monitor the rates with the assistance of Mr. Gibbons.

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

Paul explained that four customers remain with failing inspection ports from the Pittsburgh Street sewer line replacement project, two residential customers and two non-residential customers. He has been in contact with these customers many times in the past month. Three of the customers state they have plans to correct the deficiencies in a timely manner. The Fire Company was to report back to the Authority on a plan prior to the meeting, however the Authority did not receive an update from them.

The Board directed Paul to continue to work with these customers to achieve compliance and to reduce stormwater into the sanitary system.

#### **Carol Drive/Beatty Drive Sewer Line Replacement Project, Item B.2.8.1**

Paul explained that we received a proposal from KLH for engineering design and permitting in the amount of \$41,500. Last month, we received a proposal from HRG with the amount of \$48,000 for the same services. The Board decided to use in-house staff to design the project, understanding that the project may be pushed back until next year. The staff has begun preliminary work on the design.

#### **2026-2030 Annual Whole Effluent Toxicity Testing, Item B.4.4**

Paul explained that Authority sent out over twenty RFPs for its required annual Whole Effluent Toxicity Testing. The RFPs required annual costs for each of the five years of the current NPDES permit. Two laboratories provided proposals: EnviroScience at a total cost of \$10,965.60 for the five-year service and Pace at a total cost of \$9,504.00 for the five-year service.

**Motion was made and seconded by John Ham/Scott Herbst to accept the proposal from Pace Laboratory as presented in Exhibit~B.4.4 for the 5-year annual WET testing service at the WWTF for a total cost of \$9,504. The motion carried.**

**Hickory Knolls, Resolution #3-2026, Item C.1.9**

Paul explained that the sewer line construction in this proposed three separate building, 24-unit apartment complex is nearing completion. Post-construction activities are expected to follow up directly.

**Motion was made and seconded by Scott Herbst/Curt Heakins to adopt Resolution #3-2026 accepting ownership of the Hickory Knolls Line Extension contingent on the successful completion of all post-construction documentation. The motion carried.**

**Solicitor**

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

The Solicitor had no report at this time.

**Old Business**

None

**New Business**

**None**

**Adjournment**

The meeting adjourned at 6:06 p.m.

The next meeting is scheduled for Tuesday, April 21, 2026.

Melissa Wolfe  
Director of Finance