

SAXONBURG AREA AUTHORITY BOARD MEETING
Meeting Minutes
April 21, 2026

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

Roll Call

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

Correspondence

None.

Minutes

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

Public Comments

None.

Auditor, Maher Duessel

Beth Dittmer

Financial Reports, Item A.2.4

Beth Dittmer, from Maher Duessel, provided the Board with the final Financial Reports for the SAA's 2025 Audit. She presented the Audit, summarizing all the sections of the report. She reviewed the Independent Auditor's Report narrative and detailed the Communication to Those Charged with Governance report and stated that this report is Maher Duessel's requirement. She explained the Management's Discussion and Analysis section is completed by the Authority Management and provides a summary of the Financial Statements. She summarized the Financial Statements, including the Statement of Net Position, the Statement of Cash Flows and Footnotes, the proposed legal advertisement and the DCED Filing. Beth stated that there were no issues at all with the Audit, and very few adjustments were made by the Authority Staff.

Motion was made and seconded by Joe Neubert/Rob Mrozek to approve and advertise the 2025 SAA Financial Statements as presented. The motion carried.

Director of Finance
Melissa Wolfe

Bills, Item A.1.3

<i>Purpose</i>		SAA	Borough	Park	Total
Borough General Fund	Automatic Payments	\$871.74	\$4,891.04	\$2,454.14	\$8,216.92
	Payroll	\$74,354.71	\$35,729.45		\$110,084.16
SAA Revenue Fund	Automatic Payments	\$65,579.76	\$12,491.61	\$743.65	\$78,815.02
	Checks Paid	\$48,467.16	\$2,381.20	\$0.00	\$50,848.36
Total:		\$189,273.37	\$55,493.30	\$3,197.79	\$247,964.46

Motion was made and seconded by John Ham/Doug Roth to approve the Authority's portion of the bills as presented in the table above in the total amount of \$189,273.37. The motion carried.

PMAA Spring Management Workshop, Item A.5.1.2

Melissa explained that this PMAA Workshop is coming up on April 29th, and the virtual event is on May 6th. She explained that this workshop was already approved by the Board in January, for any Board Member to attend. She stated that if any Board Member was interested in attending, to please let her know, and she would register them.

Manager
Paul Cornetti

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

Paul explained that all customers required to complete improvements to their private sanitary sewer lines have made improvements except the Fire Company and 176 Pittsburgh Street. Paul reported that he has discussed corrections through several phone calls, email and written letters with these customers. The deadline for these improvements was January 14, 2026, and recommends either imposing fines for the treating the excess stormwater the Authority's customers are paying for or terminating service to these customers.

Mr. Roth suggested that due to the Fire Company's community efforts, the Borough/Authority field crew make corrections to the Fire Company's service line. The Board discussed Mr. Roth's proposal, understanding the Fire Company's plans to demolish this building in the upcoming year.

Motion was made and seconded by Dave Johnston/Scott Herbst to perform the work required to improve the sanitary sewer lateral, provided they provide access to the property for the SAA, no work inside the building is conducted by the SAA and we reduce future donation requests made by the Fire Company to the SAA by the total amount of the SAA's costs on completing this project. The motion carried.

On behalf of the Fire Company, Mr. Neubert thanked the Board for its consideration on this matter.

Motion was made and seconded by John Ham/Rob Mrozek to send Richard and Sherrie Burns, 176 Pittsburgh Street, a written notice stating if they fail to make correction to the sanitary sewer lateral within 30 days, the SAA will file with the magistrate requesting a fine in the amount of \$375 per day. 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

Executive Session

The Board went into Executive Session at 5:45 p.m. to discuss personnel matters. The Board came out of Executive Session at 6:10 p.m., and no actions were taken.

Adjournment

The meeting adjourned at 6:11 p.m.

The next meeting is scheduled for Tuesday, May 19, 2026.

Melissa Wolfe
Director of Finance