

Borough of Somerset Municipal Authority Meeting

March 24th, 2025 – 6:30 p.m. (In-Person) Borough Council Room

1. **Meeting Called to Order:** – Ben Flower called the meeting to order at 6:30.

2. **Roll Call:**

a. **Authority Board Members present:** *Ben Flower, Ruby Miller (via telephone), Jeff Shaffer.*

b. **Authority Board Members absent:** *Lee Hoffman and Terry Jerin.*

c. **Also present:** *Municipal Authority Manager, Jessica Sizemore; Borough Manager, Michele Enos; Director of Finance, Brett Peters; Administrative Assistant, Roger Bailey; Consulting Engineers, Tom Reilly & Jake Bolby.*

d. **Public Attendance:**

Alec Bittner, Steve Peck and Brandon Trent.

3. **Approval of Agenda**

A. **Approval of Agenda** – Review and approval of the Agenda for January 27^h, 2025 Meeting.

a. **Motion to approve agenda as presented:**

Mr. Shaffer moved, Mrs. Miller seconded.

Motion Unanimously Carried

4. **Approval of Minutes of Previous Meeting(s):**

A. **Approval of Meeting Minutes** – Review and approval of the Meeting Minutes from the December 16th, 2024 Municipal Authority Meeting.

a. **Motion to approve the Municipal Authority Board Meeting Minutes from December 16th, 2024:**

Mr. Flower moved, Mr. Shaffer seconded.

Motion Unanimously Carried

5. **Opening of Bids:**

A. **None**

6. General Public Comments:

A. None Registered

7. Payment of Bills/Requisitions:

A. None

8. Policy Agenda:

A. Old Business:

a. None

B. New Business:

a. Manager's Report – Update on Operations

Mrs. Sizemore presented the Manager's Report

i. Somerset County General Authority Agreement

Agreement was passed and approved through the public Council Meeting.

ii. Stormwater Program

Updates to our billing software for stormwater accounts and billing are in progress.

iii. Sewer Lateral Testing and Inspection

This will begin to be enforced April 1st, 2025.

iv. Management Agreement Amendment

Working on an amendment to the Existing Agreement that is in place between the Somerset Borough and the Municipal Authority of the Borough of Somerset. This agreement places the Somerset Borough as the manager of the water and wastewater systems owned by the Authority. This amendment will include the stormwater system.

v. Multi-meter/master meter billing (tenants)

Review of the changes to the billing of master meter accounts.

b. Engineer's Report – Update on Status of Projects for Water, Sewer and Stormwater.

Mr. Bolby presented the Updates to the Engineer's Report.

WATER:

i. Water System Capital Improvement Projects:

The waterline distribution portion of the project is in its warranty period. Contractual items are yet to be completed for the Treatment Plant and Electrical Contracts. They should be contractually completed by spring, followed by a warranty period.

SEWER:

ii. Assessment, Repair, and Abatement Plan (Hydraulic Overload):

Funding Application to PennVEST to be submitted on or before the February 5, 2025 deadline for Phase 1A, which is for Brierwood and the west sanitary sewer areas. This is for rehabilitating and replacing the collection system. The Funding Application will be considered on April 23, 2025.

The Part 2 Construction Permit was received related to the Sanitary Sewer Project.

The Central Business District Phase 1B will follow Brierwood and the west sanitary sewer areas. There will be 2 more Phases to follow within the collection system for rehabilitation and replacement.

GENERAL:

iii. Center Ave. Sidewalk:

This project has been closed out.

c. Facility Reports for December – *Provided on the portal for informational purposes.*

d. December 2024 Financial Report & Monthly Transactions – *Provided on the portal for informational purposes.*

e. Resolution No. 2025-01– Ratifying the Rules and Regulations for Water, Wastewater and Stormwater – Ratifying the approval of the Rules and Regulations from the December 16th, 2024 meeting.

i. **Motion to approve the Resolution No. 2025-01 - Ratifying the approval of the Rules and Regulations for Water, Wastewater and Stormwater from the**

December 16th, 2024 meeting.
Mr. Flower moved, Mr. Shaffer seconded.

Motion Unanimously Carried

*Municipal Authority
Of The
Borough of Somerset
Resolution No. 2025-01*

A RESOLUTION OF THE MUNICIPAL AUTHORITY OF THE BOROUGH OF SOMERSET
RATIFYING THE APPROVAL OF THE RULES AND REGULATIONS FOR THE WATER,
WASTEWATER AND STORMWATER SYSTEMS

BE IT, AND THE SAME IS HEREBY RESOLVED AND ENACTED as follows:

1. From and after the effective date of January 1st, 2025, and provided by the approval by the Municipal Authority Board of the Borough of Somerset at the December 16th, 2024 Board Meeting.
2. All existing ordinances, resolutions, or parts thereof that are inconsistent herewith are hereby repealed.
3. This Resolution shall take effect January 1, 2025.

ENACTED AND RESOLVED on the 27th day of January 2025 by the Municipal Authority of the Borough of Somerset.

Municipal Authority of the Borough of Somerset

Ratified the adoption on this 27th day of January 2025

- f. Memorandum of Lease – Memorandum of Lease between the Municipal Authority of the Borough of Somerset and K2 Towers III, LLC.

- i. **Motion to approve the Memorandum of Lease between the Municipal Authority of the Borough of Somerset and K2 Towers III, LLC regarding the Estoppel Certificate and Radio Tower Lease Agreement.**

Mr. Flower moved, Mr. Shaffer seconded.

Motion Unanimously Carried

- g. Darr Construction Co. Inc., Pay Application No. 9 - Acknowledgement of approval of Pay Application No. 9 in the amount of \$9,500.00.
- h. PENNVEST Pay Request No. 22 - Acknowledgement of approval of PENNVEST Payment Request in the amount of \$99,740.58.
- i. PENNVEST Pay Request No. 23 - Acknowledgement of approval of PENNVEST Payment Request in the amount of \$37,501.39.

9. Adjournment

A. Adjournment

a. Motion to adjourn.

Mr. Shaffer moved to adjourn, seconded by Mr. Flower.

Motion Unanimously Carried
7:24 p.m.

B. Next Meeting:

- a. February 24th, 2024, at 6:30 p.m.

Jessica Sizemore, Municipal Authority Manager