

Borough of Somerset Municipal Authority Meeting

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

1. Meeting Called to Order – Ben Flower at 6:37 p.m.

2. Roll Call

a. Authority Board Members present: Ben Flower, Lee Hoffman and Jeff Shaffer and Todd Thomas.

b. Also present: Municipal Authority Manager, Jessica Sizemore; Administrative Assistant, Roger Bailey; Director of Finance, Brett Peters; Assistant Director of Finance, Matthew Franciscus; Solicitor, Bill Barbin and Consulting Engineers Tom Reilly & Jake Bolby.

*c. Public Attendance:
Steve Peck and Alec Bittner.*

3. Approval of Agenda

A. Approval of Agenda – Review and approval of the Agenda for November 24th, 2025 Meeting.

a. Motion to approve agenda with the addition of i. EADS Service Agreement Amendment #2 in the amount of \$3,851,500.

Mr. Flower moved, Mr. Shaffer seconded.

Motion Unanimously Carried

B. Executive Session: None Requested.

4. Approval of Minutes of Previous Meeting(s)

A. Approval of Meeting Minutes – Meeting Minutes from the October 27th, 2025 Municipal Authority of the Borough of Somerset Board Meeting.

a. Motion to approve the Meeting Minutes from October 27th, 2025 Municipal Authority of the Borough of Somerset board meeting.

Mr. Shaffer moved, Mr. Hoffman seconded.

Motion Unanimously Carried

5. Opening of Bids

A. None

6. General Public Comments

A. None

7. Payment of Bills/Requisitions

A. None

8. Policy Agenda

A. Old Business

a. None

B. New Business

a. Resolution 2025-16, 2025-17, 2025-18 PENNDOT Resolution to sign and submit the PENNDOT permits for Phase 1B, Phase 1C and Phase 1D of the Sewer Improvement Project.

i. **Motion to Ratify the approval of the Resolution 2025-16 for Phase 1B PENNDOT form M-945R for agreement regarding the permit and submission dated October 27th, 2025.**

Mr. Flower moved, Mr. Shaffer seconded.

Motion Unanimously Carried

ii. **Motion to Ratify the approval of the Resolution 2025-17 for Phase 1C PENNDOT form M-945R for agreement regarding the permit and submission dated October 27th, 2025.**

Mr. Flower moved, Mr. Shaffer seconded.

Motion Unanimously Carried

iii. **Motion to Ratify the approval of the Resolution 2025-18 for Phase 1D PENNDOT form M-945R for agreement regarding the permit and submission dated October 27th, 2025.**

Mr. Flower moved, Mr. Shaffer seconded.

Motion Unanimously Carried

b. PENNDOT forms M-915U for Permitting Sewer Improvements Project Phase 1B, Phase 1C and Phase 1D.

i. **Motion to Ratify the approval of the PENNDOT forms M-915U for permitting of Phase 1B, Phase 1C and Phase 1D dated October 27th, 2025.**

Mr. Flower moved, Mr. Hoffman seconded.

Motion Unanimously Carried

- c. Contract 2024-S-01 Snyder Environmental, Sewer Systems Improvement Project Phase 1A
 - i. **Acknowledgement of Pay Application No. 2, in the amount of \$206,035.19 for construction completed through 10/31/25.**
- d. Contract 2021-W-02 Ligonier Construction, Water Systems Improvements Project
 - i. **Acknowledgement of Change order No. 9 in the amount of \$932 for final reconciling of the as-built quantities.**
 - ii. **Acknowledgment of Pay App No. 16 – Final in the amount of \$167,036.91**
- e. Contract 2021-W-03 Darr Construction, Water System Improvements Project
 - i. **Acknowledgement of Change order No. 12 in the amount of \$3,678 for the electrical connection to the new valve installed and integrating valve into SCADA.**
 - ii. **Acknowledgment of Pay App No. 11 – Final in the amount of \$31,886.63.**
- f. PENNVEST Payment Request SAP Loan #77141 (A/E)
 - i. **Acknowledgement of PENNVEST Pay Application Request Number 3 in the amount of \$12,283.22. Sewer Systems Improvement Project Phase 1A.**
- g. PENNVEST Payment Request SAP Loan #71501 (Construction)
 - i. **Acknowledgement of PENNVEST Pay Application Request Number 1 in the amount of \$415,278.33. Sewer Systems Improvement Project Phase 1A.**
- h. PENNVEST Payment Request SAP Loan #82402
 - i. **Acknowledgement of PENNVEST Pay Application Request Number 30 in the amount of \$0, hold back \$401,084.03. Water Improvements Project.**
- i. EADS Service Agreement Amendment #2.
 - i. **Motion to approve the EADS Service Agreement Amendment #2 in the amount of \$3,851,500 for the Sewer Improvements Project Task order #5.**

Mr. Hoffman moved, Mr, Flower seconded.

Motion Unanimously Carried

9. Reports

- a. Manager's Report – Update on Operations.
 - Mr. Todd Thomas was welcomed to the Municipal Authority Board as a new board member.
 - The request for 20 EDU's of sewer taps has been approved for 2026.

- Yearly DEP required water service line notification will be sent out to all customers whose service lines have been inventoried and identified as lead or galvanized that needs replaced, or lead status that is unknown to the residents. Through November 1, 2027, the unknown service lines will continue to be inventoried. Most of the unknown is on the system side, from the curb stop(valve) to the mainline. Thereafter, a Service Line Replacement Plan will be submitted to DEP detailing the planned strategy for all service lines needing replaced.
- Preliminary Budget was approved by Borough Council, which includes a water rate increase of approximately 9%. Stormwater and Wastewater Rates remain the same. Final budget will be approved by Borough Council and Municipal Authority at the December Meetings.

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

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

WATER:

1) Water System Capital Improvement Projects:

This large project is awaiting DEP & PENNVEST to allow for close-out.

The line has been installed on the North Pleasant Ave. Waterline Project. The connections have yet to be finished on the south side.

SEWER:

1) Assessment, Repair, and Abatement Plan (Hydraulic Overload):

Phase 1A, Brierwood & West, is actively in construction.

Phase 1B, Central Business District, is scheduled to advertise November 30, 2025. Bid Opening will take place January 8, 2026.

The Authority has been obtaining PENNVEST funding, and the offer that was made for Phase 1B was 100% loan forgiveness in the total amount of \$17 million dollars.

Phase 1C, East Somerset. The Funding Application is expected to be submitted on February 4, 2026. An offer should be received from PENNVEST on April 15, 2026.

Phase 1D, North Somerset, will follow.

Following this will be **Phase's 2 & 3** which is the **Waste Water Treatment Plan & Equalization**, and the **Pumping Stations & Interceptors**.

A Public Meeting will be scheduled for **Phase 1B**.

c. Facility Reports for October 2025 – *Provided on the portal for informational purposes.*

- d. October 2025 Financial Report & Monthly Transactions – *Provided on the portal for informational purposes.*

10. Adjournment

A. Adjournment

a. Motion to adjourn.

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

Motion Unanimously Carried
7:10 p.m.

B. Next Meeting:

- a. December 15th, 2025 at 6:30 p.m.

Jessica Sizemore, Municipal Authority Manager