

WESTERN BUTLER COUNTY AUTHORITY
607 MARKET STREET
ZELIENOPLE, PA 16063
PHONE: (724) 452-5501

Regular Meeting Minutes – September 11, 2025

CALL TO ORDER:

A quorum was reached, and after reciting the Pledge of Allegiance, Vice Chairman Ed Eckenrode called the September 11, 2025 meeting of the Western Butler County Authority Board of Directors to order at 4:59 p.m.

PRESENT ON ROLL CALL:

The following board members were in attendance:

Ed Eckenrode
Paul J. Kremer Jr.
Greg Such
Dave Weber
Marietta Reeb
Jeff Fyock

OTHERS PRESENT:

Manager: Autumn Crawford
Solicitor: Matt Racunas
Consulting Engineer: Chad Hanley
Samantha Schmucker of HRG
Project and Construction Administrator: Jason Mack
Assistant Project Administrator: Ethan Wray
Recording Secretary: Natalie Hacker (remotely)

MEMBERS ABSENT:

Tom Tomayko and Mark Butler were absent.

VISITORS:

No visitors were in attendance.

MINUTES:

In a motion made by Jeff Fyock and seconded by Dave Weber, the Board unanimously approved the August 14, 2025, Regular Meeting Minutes, as amended.

BILLS AND COMMUNICATIONS:

A list of bills in the amount of \$110,294.58 (Operating) and \$398,164.04 (Capital) was presented to the Board in the form of Expense by Vendor summaries with checks dated September 11, 2025. Manager Autumn Crawford answered questions that board members had regarding the bills.

In a motion made by Ed Eckenrode and seconded by Greg Such, the Board unanimously approved all of the bills for payment as presented by the Manager in Expense by Vendor summaries with checks dated September 11, 2025 in a roll call vote.

REPORT OF THE SECRETARY:

The Secretary had nothing to report.

REPORT OF THE COMMITTEES:

Personnel Committee

The Committee had nothing to report.

Finance Committee

The Committee highlighted the following report items:

- After September 30, the Committee will begin budget planning.

Facilities Maintenance Committee

The Committee highlighted the following report items:

- The Committee will have one additional meeting in November to discuss preliminary design.

Administrative Review Committee

The Committee had nothing to report.

REPORT OF THE SOLICITOR:

The Solicitor highlighted the following report items:

- The Solicitor worked on language for an easement agreement for the Views of Harmony development. He also prepared new language for WBCA's Developer Agreements.
- The Solicitor worked with the magistrate's office to satisfy a judgement lien for a property.

REPORT OF THE ENGINEER:

The Engineer highlighted the following report items:

- The Engineer helped with industrial user agreements and assisted with revisions to some of the limits placed on industrial users.
- The Engineer helped with an emergency repair.
- **Route 19 South Service Area Extension:** The Contractor is getting close to finishing the gravity sewer and force main. In October, they plan to start the site work for the pump station.
- **Harmony Pump Station Infrastructure Improvements Project (HPSIIP):** The Engineer conducted site visits with the general Contractor of the gravity sewer and force main.
- **Water Resource Recovery Facility (WRRF) Upgrade:** The Engineer is working on design.
- **National Pollutant Discharge Elimination System (NPDES) Permit Renewal:** Last month, the Engineer submitted a comment letter to the Department of Environmental Protection (DEP). WBCA is doing additional sampling for thallium.

REPORT OF THE MANAGER:

ADMINISTRATIVE

- **Fund Transfer:** In a motion made by Greg Such and seconded by Marietta Reeb, the Board unanimously transferred \$500,000 from the Operating account and \$280,780 from the PLGIT account to the Capital account in a roll call vote.
- The open house for the new Administration Building will be on October 29 from 4-6pm.

DEVELOPER PROJECTS

- **Glade Run Farm:** In a motion made by Ed Eckenrode and seconded by Jeff Fyock, the Board unanimously approved Release Request #2 for Phase 3a for work completed in the amount of \$29,969.50, leaving \$10,000 remaining until such time as a maintenance bond is presented, in a roll call vote.

WBCA PROJECTS

- **HPSIIP:** WBCA and HRG recommend payment of Payment Application No. 1 for Konzel Construction in the amount of \$36,900. In a motion made by Marietta Reeb and seconded by Paul Kremer, the Board unanimously approved Payment Application No. 1 for Konzel Construction in the amount of \$36,900 in a roll call vote.
- **Rt. 19 South:** WBCA and HRG recommend payment of Payment Application No. 4 for W.A. Petrakis in the amount of \$277,132.99. In a motion made by Ed Eckenrode and seconded by Marietta Reeb, the Board unanimously approved Payment Application No. 4 for W.A. Petrakis in the amount of \$277,132.99. Jeff Fyock abstained from voting because he lives in the project area.
- **Administration Building:** WBCA and HRG recommend payment of Payment Application No. 15 for VendRick Construction, Inc., in the amount of \$149,738.05. In a motion made by Dave Weber and seconded by Paul Kremer, the Board unanimously approved Payment Application No. 15 for VendRick Construction, Inc., in the amount of \$149,738.05.

WBCA and HRG recommend payment of Payment Application No. 14 for McCurley Houston Electric, Inc., in the amount of \$20,995. In a motion made by Paul Kremer and seconded by Ed Eckenrode, the Board unanimously approved Payment Application No. 14 for McCurley Houston Electric, Inc., in the amount of \$20,995.

WBCA and HRG recommend payment of Payment Application No. 11 for Central Heating and Plumbing Co., Inc., in the amount of \$15,024.25. In a motion made by Paul Kremer and seconded by Marietta Reeb, the Board unanimously approved Payment Application No. 11 for Central Heating and Plumbing Co., Inc., in the amount of \$15,024.25.

WBCA and HRG recommend payment of Payment Application No. 8 for Pennsylvania Roofing Systems, Inc., in the amount of \$167,769.98. In a motion made by Ed Eckenrode and seconded by Dave Weber, the Board unanimously approved Payment Application No. 8 for Pennsylvania Roofing Systems, Inc., in the amount of \$167,769.98.

PAST DUE ACTIVITY

A total of 63 customers failed to respond to the 30-day past due notification and were posted for water shut-off. Payment was due on or before 09/08/2025. Only customers on a public water service are included for shut off. Customers with a balance in excess of \$20 who are 60 days past due are included.

LABORTORY

- Flow to the plant was lower than normal this month, so the Manager gave an update to the Board how this affects the plant and what can be done to solve the issue.

REPORT OF THE PROJECT ADMINISTRATOR:

WBCA PROJECTS

- **Admin Building:** Substantial completion is on Sept. 19 and final completion is on Sept. 26.
- **Rt. 19 South:** The project is 35% complete.

DEVELOPER PROJECTS

- The Project Administrator has 6 preliminary drawings under review, 4 phases of developments under construction, 1 pump station under construction, and 2 as-builts under review.

OLD BUSINESS:

- The Manager gave the Board an update on the WBCA access road behind Arden Drive. The Manager and Ed Eckenrode met with the HOA president and vice president and walked the access road. They recommend homeowners plant vegetation to help stop the road from being washed out and ruts forming.

NEW BUSINESS:

No new business was discussed.

EXECUTIVE SESSION:

The Board did not go into Executive Session.

ADJOURNMENT:

As there was no further business to discuss, Greg Such motioned to adjourn, seconded by Ed Eckenrode, and the 09/11/2025 Regular Meeting adjourned at 5:57 p.m.

Respectfully Submitted,

Natalie Hacker, Recording Secretary
Western Butler County Authority