

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

Regular Meeting Minutes – January 15, 2026

CALL TO ORDER:

A quorum was reached, and Chairman Thomas Tomayko called the January 15, 2026 meeting of the Western Butler County Authority Board of Directors to order at 5:12 p.m.

PRESENT ON ROLL CALL:

The following board members were in attendance:

Ed Eckenrode (remotely)
Paul J. Kremer Jr.
Greg Such
Thomas Tomayko
Dave Weber
Marietta Reeb
Jeff Fyock (exited at 6:47p.m.)
Dennis Blakley

OTHERS PRESENT:

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

MEMBERS ABSENT:

No members were absent.

VISITORS:

No visitors were in attendance.

MINUTES:

In a motion made by Jeff Fyock and seconded by Greg Such, the Board unanimously approved the December 11, 2025, Regular Meeting Minutes, as amended. Dennis Blakley abstained because he was not at the December board meeting.

BILLS AND COMMUNICATIONS:

A list of bills in the amount of \$79,715.49 (Operating) and \$494,642.03 (Capital) was presented to the Board in the form of Expense by Vendor summaries with checks dated January 15, 2026. Manager Autumn Crawford answered questions that board members had regarding the bills.

In a motion made by Greg Such and seconded by Jeff Fyock, the Board unanimously approved all of the bills for payment as presented by the Manager in Expense by Vendor summaries with checks dated January 15, 2026 in a roll call vote.

REPORT OF THE SECRETARY:

The Secretary had nothing to report.

REPORT OF THE COMMITTEES:

Personnel Committee

The Committee highlighted the following report items:

- WBCA has an open position for an inspector. The Manager received many applications and is scheduling a few interviews.

Finance Committee

The Committee highlighted the following report items:

- The Manager moved about \$800,000 from the Operating Reserve account into a money market fund with WesBanco in order to gain more interest.

Facilities Maintenance Committee

The Committee had nothing to report.

Administrative Review Committee

The Committee highlighted the following report items:

- The Committee will begin updating the bylaws this year.

REPORT OF THE SOLICITOR:

The Solicitor highlighted the following report items:

- The Solicitor dealt with a commercial customer that filed for bankruptcy and caused additional litigation.
- The Solicitor dealt with a lien satisfaction.
- The Solicitor corresponded with a business owner in Jackson Township over non-payment of their bills.

REPORT OF THE ENGINEER:

The Engineer highlighted the following report items:

- Bidding thresholds have increased for 2026. Contracts or purchases less than \$13,200 require no formal bidding or price quotations. Contracts or purchases between \$13,200 and \$24,500 require solicitation of three written/telephonic price quotes. Contracts or purchases greater than \$24,500 require formal bidding and public notice.
- The Engineer prepared an emergency letter for work on N. Oliver Street.
- **Route 19 South Service Area Extension:** Construction of the building has begun. The Engineer did a site visit, and conducted a walkthrough of the sewer to give the Contractor a punch list. The pump skid is delayed until February.

- **Harmony Pump Station Upgrade (HPSIIP):** The Engineer is reviewing submittals for the project. The General Contractor anticipates starting next week. The pump station Contractors are expected to start in the spring.
- **Water Resource Recovery Facility (WRRF) Upgrade:** The Engineer provided the Board with the final design proposal.
- **National Pollutant Discharge Elimination System (NPDES) Permit Renewal:** The Engineer is waiting on issuance of the final permit. The Engineer had a preapplication meeting for the treatment plant with the Department of Environmental Protection (DEP).
- The Engineer is conducting plan reviews for AutoZone.

REPORT OF THE MANAGER:

ADMINISTRATIVE

- The N. Oliver Street project is concluded. Repaving will occur in the spring.
- **Resolution 01-26A:** In a motion made by Jeff Fyock and seconded by Greg Such, the Board unanimously approved the proposed rate increase of \$0.75/1,000 gallons in a roll call vote.
- **Resolution 01-26B:** In a motion made by Greg Such and seconded by Paul Kremer, the Board unanimously approved the inspection services fee increase from \$115 to \$125 per hour in a roll call vote.
- **Resolution 01-26C:** In a motion made by Marietta Reeb and seconded by Paul Kremer, the Board unanimously adopted the deduct meter reading fee of \$1.92/meter reading in a roll call vote.
- **WRRF Final Design Proposal by HRG:** In a motion made by Jeff Fyock and seconded by Ed Eckenrode, the Board accepted the HRG final design proposal as a lump sum in the amount of \$4,450,000 with an additional fee of \$150,000 for HDG Architects in a roll call vote. YES: Paul Kremer, Greg Such, Marietta Reeb, Tom Tomayko, Jeff Fyock, Ed Eckenrode. NO: Dave Weber. Dennis Blakley abstained because he didn't have adequate time to review the proposal.
- The Manager announced the PMAA board member training is scheduled for March 18 in Cranberry.

WBCA PROJECTS

- **Rt. 19 South Project/Abbey Woods:** WBCA and HRG recommend payment of Payment Application No. 8 for W.A. Petrakis in the amount of \$173,188.23. In a motion made by Dave Weber and seconded by Greg Such, the Board unanimously approved Payment Application No. 8 for W.A. Petrakis in the amount of \$173,188.23 in a roll call vote. Tom Tomayko and Jeff Fyock abstained because they live in the project area.

WBCA and HRG recommend payment of Payment Application No. 8 for McCurley Houston Electric, Inc., in the amount of \$31,189.95. In a motion made by Dave Weber and seconded by Paul Kremer, the Board unanimously approved Payment Application No. 8 for McCurley Houston Electric, Inc., in the amount of \$31,189.95 in a roll call vote. Tom Tomayko and Jeff Fyock abstained because they live in the project area.

PAST DUE ACTIVITY

A total of 67 customers failed to respond to the 30-day past due notification and were posted for water shut-off. Payment was due on or before 1/15/2026. 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.

LABORATORY

- The Laboratory Supervisor updated the Board on the VFD #2 pump at the main plant. He also discussed low flows and fat, oil, and grease (FOG) levels.

REPORT OF THE PROJECT ADMINISTRATOR:

WBCA PROJECTS

- The work at N. Oliver street is completed.
- **Rt. 19 South:** The work is ongoing. The skeleton of the building is up and they are working on the sides and roof. The pump skid is delayed.
- **HPSIIP:** The Contractors will be breaking ground on Monday. WBCA inspectors have been checking on materials.

DEVELOPER PROJECTS

- **The Views of Harmony:** Construction is ongoing.

OLD BUSINESS:

No old business was discussed.

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 Tom Tomayko, and the 1/15/2026 Regular Meeting adjourned at 6:57 p.m.

Respectfully Submitted,

Natalie Hacker, Recording Secretary
Western Butler County Authority