

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

**Regular Meeting Minutes – March 12, 2026**

**CALL TO ORDER:**

A quorum was reached, and after reciting the Pledge of Allegiance, Chairman Thomas Tomayko called the March 12, 2026 meeting of the Western Butler County Authority Board of Directors to order at 5:00 p.m.

**PRESENT ON ROLL CALL:**

The following board members were in attendance:

Ed Eckenrode  
Paul J. Kremer Jr.  
Thomas Tomayko  
Dave Weber  
Marietta Reeb  
Jeff Fyock  
Dennis Blakley

**OTHERS PRESENT:**

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

**MEMBERS ABSENT:**

Greg Such was absent.

**VISITORS:**

One visitor, Shawn Downey from Larson Design Group, was in attendance remotely.

**MINUTES:**

In a motion made by Ed Eckenrode and seconded by Tom Tomayko, the Board unanimously approved the February 12, 2026, Regular Meeting Minutes, as amended.

**BILLS AND COMMUNICATIONS:**

A list of bills in the amount of \$143,448.54 (Operating) and \$404,281.97 (Capital) was presented to the Board in the form of Expense by Vendor summaries with checks dated March 12, 2026. Manager Autumn Kobe answered questions that board members had regarding the bills.

In a motion made by Jeff Fyock and seconded by Dennis Blakley, the Board unanimously approved all of the bills for payment as presented by the Manager in Expense by Vendor summaries with checks dated March 12, 2026 in a roll call vote.

**REPORT OF THE SECRETARY:**

The Assistant Secretary Treasurer had nothing to report.

**REPORT OF THE COMMITTEES:**

*Personnel Committee*

The Committee highlighted the following report items:

- Two open positions have been filled.
- The Manager gave the board an update on the monthly safety meetings. An employee will now be managing and revamping the meetings.

*Finance Committee*

The Committee highlighted the following report items:

- The Committee is working on a 10-15 year capital improvement plan.
- The Board discussed the terms and balance on the loan for the Administration Building.

### *Facilities Maintenance Committee*

The Committee highlighted the following report items:

- The next Committee meeting will be on April 6 at 3 p.m.

### *Administrative Review Committee*

The Committee highlighted the following report items:

- The revised language in the Rules and Regulations regarding deduct meter readings has been made public.
- The escrow deposit for Developers has increased.
- An employee is reviewing the Bylaws to recommend grammar changes.

### **REPORT OF THE SOLICITOR:**

The Solicitor highlighted the following report items:

- The Solicitor is communicating with the attorney of an account holder with a leak.
- There is an account in bankruptcy, so the Solicitor is dealing with legalities relating to that account.
- The Solicitor worked with the Authority on a corporate user water meter issue.

### **REPORT OF THE ENGINEER:**

The Engineer highlighted the following report items:

- The Engineer issued several capacity verification letters.
- The Engineer sent a report to the Department of Environmental Protection (DEP) about the effluent flow meter failure. The Authority is not replacing it currently because it will be replaced during the WRRF upgrade. They are using a bypass flow meter and other options instead. The Engineer gave an update to the Board regarding chlorine violations and other details relating to the effluent flow meter failure.
- **Route 19 South Service Area Extension:** The pump skid was delivered and is in the building. The Contractors are working on connections, electrical, and piping. Substantial

completion was pushed to May 30 and final completion to July 29 because of the delayed pump skid delivery.

- **Water Resource Recovery Facility (WRRF) Upgrade:** The first final design meeting was held in February. The Engineer held kickoff meetings with the architect, the electrical engineer, the structural design team, and process design team. The Engineer also had a meeting with DEP about both the WRRF upgrade and NPDES permit renewal. The DEP meeting covered the compliant schedule and construction schedule for the plant.

## **REPORT OF THE MANAGER:**

### ADMINISTRATIVE

- **Fund Transfer:** In a motion made by Jeff Fyock and seconded by Ed Eckenrode, the Board unanimously transferred \$425,000 from the PLGIT account to the Capital account in a roll call vote.
- The PMAA board member training is on March 18.
- **Larson Design Group:** Shawn Downey presented a proposal to the Board. In a motion made by Ed Eckenrode and seconded by Paul Kremer, the Board unanimously approved Larson Design Group's proposal for a PennVest second opinion review of Water Pollution Control Plant Design in the amount of \$15,800.00 in a roll call vote.

### WBCA PROJECTS

- **HPSIIP:** WBCA and HRG recommend payment of Payment Application No. 2 for Konzel Construction in the amount of \$98,280. In a motion made by Paul Kremer and seconded by Dennis Blakley, the Board unanimously approved Payment Application No. 2 for Konzel Construction in the amount of \$98,280 in a roll call vote.  
  
WBCA and HRG recommend payment of Payment Application No. 2 for W.A. Petrakis in the amount of \$209,143.56. In a motion made by Paul Kremer and seconded by Marietta Reeb, the Board unanimously approved Payment Application No. 2 for W.A. Petrakis in the amount of \$209,143.56 in a roll call vote.
- **Rt. 19 South Project/Abbey Woods:** WBCA and HRG recommend payment of Payment Application No. 10 for W.A. Petrakis in the amount of \$12,607.45. In a motion made by Dennis Blakley and seconded by Paul Kremer, the Board unanimously approved Payment Application No. 10 for W.A. Petrakis in the amount of \$12,607.45 in a roll call vote.

WBCA and HRG recommend payment of Payment Application No. 10 for McCurley Houston Electric, Inc., in the amount of \$73,248.12. In a motion made by Jeff Fyock and seconded by Marietta Reeb, the Board unanimously approved Payment Application No. 10 for McCurley Houston Electric, Inc., in the amount of \$73,248.12 in a roll call vote.

- **Admin Building:** WBCA and HRG recommend payment of the final Payment Application No. 15 for Central Heating and Plumbing Co., Inc., in the amount of \$7,987.92. In a motion made by Paul Kremer and seconded by Ed Eckenrode, the Board unanimously approved the final Payment Application No. 15 for Central Heating and Plumbing Co., Inc., in the amount of \$7,987.92 in a roll call vote.

### PAST DUE ACTIVITY

A total of 61 customers failed to respond to the 30-day past due notification and were posted for water shut-off. Payment was due on or before 3/16/2026. 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.

### **REPORT OF THE PROJECT ADMINISTRATOR:**

#### WBCA PROJECTS

- **HPSIIP:** The Project Administrator gave an update on where current construction is located. The pump station general contractor is starting exterior work on the pump station.
- **WRRF upgrade:** The Zelenople and Butler County Planning Commission would like the entire WBCA property consolidated, so the Project Administrator is working with the Engineer to do so.

#### DEVELOPER PROJECTS

- The Project Administrator has done a capacity verification for Sheetz.

### **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, Jeff Fyock motioned to adjourn, seconded by Ed Eckenrode, and the 3/12/2026 Regular Meeting adjourned at 6:15 p.m.

Respectfully Submitted,

Natalie Hacker, Recording Secretary  
Western Butler County Authority