

Borough of Somerset Municipal Authority Meeting

May 19th, 2025 – 6:30 p.m. (In-Person) Borough Council Room

1. **Meeting Called to Order** – Ben Flower at 6:30.

2. **Roll Call**

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

b. Authority Board Member absent: Terry Jerin.

c. Also present: Municipal Authority Manager, Jessica Sizemore; Borough Manager, Michele Enos; Director of Finance, Brett Peters; Administrative Assistant, Roger Bailey; Solicitor, William Barbin, and Consulting Engineers, Jake Bolby

d. Public Attendance:
Alec Bittner.

3. **Approval of Agenda**

A. Approval of Agenda – Review and approval of the Agenda for May 19th, 2025 Meeting.

a. Motion to approve agenda as presented.

Mr. Shaffer moved, Mr. Hoffman seconded.

Motion Unanimously Carried

B. Executive Session: Potential litigation.

a. Motion to go into Executive Session.

Mr. Flower moved, Mr. Shaffer seconded at 6:31 p.m.

Motion Unanimously Carried

Back in Session:

6:36 p.m.

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

A. Approval of Meeting Minutes – Review and approval of the Meeting Minutes from the April 28th, 2024 Municipal Authority Meeting.

a. Motion to approve the Municipal Authority Board Meeting Minutes from

April 28th, 2025 Municipal Authority Meeting.

Mr. Flower moved, Mrs. Miller 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. Resolution 2025-02 Establishing Rates for Customers of the Somerset Borough Sewer System

i. Motion to approve the Resolution 2025-02 Establishing Rates for Customers of the Somerset Borough Sewer System. It is noted that the only change is establishing a sewer lateral testing and inspection non-compliance monthly fee.

Mr. Hoffman moved, Mrs. Shaffer seconded.

Motion Unanimously Carried

The following Resolutions and Legal Services Agreement were divided into 2 loans, one for the construction & permitting portion, and one for the engineering fees.

Solicitor Barbin noted that the Resolutions are necessary for the intent of reimbursement, promising to increase sewer rates, as necessary, to make the payments on the loan, and authorization to move forward with the PENNVEST funding.

b. Resolution 2025-03 Rate Covenant Loan Number ME #71501

i. Motion to approve the Resolution 2025-03 Rate Covenant confirming sewer rates for the Sewer System Improvements Project, Phase 1A.

Mr. Flower moved, Mrs. Miller seconded.

Motion Unanimously Carried

c. Resolution 2025-04 Reimbursement Resolution Loan Number ME# 71501

i. Motion to approve the Resolution 2025-04 as presented.

Mr. Flower moved, Mrs. Miller seconded.

Motion Unanimously Carried

d. Legal Services Agreement

i. Motion to approve the legal services agreement between the Municipal Authority of the Borough of Somerset and William Gleason Barbin, Esq. for the Sewer Systems Improvement Project.

Mr. Flower moved, Mrs. Miller seconded.

Motion Unanimously Carried

e. Resolution 2025-05 to Borrow from the PENNVEST Loan Number ME# 71501

i. Motion to approve the Resolution 2025-05 as presented.

Mr. Flower moved, Mrs. Miller seconded.

Motion Unanimously Carried

f. Resolution 2025-06 to Reimbursement Resolution Loan Number ME# 77141

i. Motion to approve the Resolution 2025-06 as presented.

Mr. Flower moved, Mrs. Miller seconded.

Motion Unanimously Carried

g. Resolution 2025-07 to Borrow from the PENNVEST Loan Number ME# 77141

i. Motion to approve the Resolution 2025-07 as presented.

Mr. Flower moved, Mrs. Miller seconded.

Motion Unanimously Carried

h. Resolution 2025-08 Rate Covenant Loan Number ME# 77141

i. Motion to approve the Resolution 2025-08 as presented.

Mr. Flower moved, Mrs. Miller seconded.

Motion Unanimously Carried

i. PENNVEST Payment Request No. 26

- i. **Acknowledgement of PENNVEST Payment request No. 26. It is noted that this is for the Water System Improvement Project. Percentage of construction complete to date is 97%.**

9. Reports

- a. Manager's Report – Update on Operations.
Mrs. Sizemore had nothing further to report.

- 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:

There is still outstanding contract and warranty items to be done on the project. Contracts 2 & 3 will be completed in the next 2 months.

SEWER:

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

Preparations are being made to move forward to bid the project then work with PENNVEST to settle on the final loan for the project. Permits are being moved along for the first few phases of the project. Similar steps will occur with each phase.

There were 19 sewer backups during the recent flooding event.

GENERAL:

1) Center Ave. Revitalization Project:

There will be a meeting with the contractor to discuss schedule and scope to finish the project during its warranty period.

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

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

10. Adjournment

A. Adjournment

a. Motion to adjourn.

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

Motion Unanimously Carried
6:52 p.m.

B. Next Meeting:

a. June 23rd, 2025, at 6:30 p.m.

Jessica Sizemore, Municipal Authority Manager