

Borough of Somerset Municipal Authority Meeting

October 27th, 2025 – 6:30 p.m. (In-Person) Borough Council Room

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

2. Roll Call

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

b. Also present: Municipal Authority Manager, Jessica Sizemore; Borough Manager, Michele Enos; 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:
Alec Bittner.

3. Approval of Agenda

A. Approval of Agenda – Review and approval of the Agenda for October 27th, 2025 Meeting.

a. Motion to approve agenda as presented.

Mr. Hoffman moved, Mr. Shaffer seconded.

Motion Unanimously Carried

B. Executive Session: Potential Litigation, Contract Negotiation.

a. Motion to go into Executive Session.

Mr. Flower moved, Mr. Hoffman seconded.

Motion Unanimously Carried
6:30 p.m.

Back in Session

7:17 p.m.

4. Approval of Minutes of Previous Meeting(s)

A. Approval of Meeting Minutes – Meeting Minutes from the September 22nd, 2025 Municipal Authority of the Borough of Somerset Board Meeting.

a. Motion to approve the Meeting Minutes from September 22nd, 2025 Municipal Authority of the Borough of Somerset board meeting.

Mr. Shaffer moved, Mr. Flower 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. Contract 2024-S-01 Pay Application No. 1

i. **Acknowledgement of Pay Application No. 1, in the amount of \$392,220.00 to Snyder Environmental Services, Inc.**

b. PENNVEST Funding Offer for Phase 1B

i. **Motion to accept the PENNVEST Funding offer as presented for Phase 1B Sewer Improvements Project. This includes Project Numbers 562211232504-CA Loan Amount \$0 and non-repayment amount \$900,000 and 562211232504-CS Loan Amount \$0 and non-repayment amount \$16,100,000.**

Mr. Flower moved, Mr, Shaffer seconded.

Motion Unanimously Carried

c. PENNVEST Documents for Phase 1B

i. **Motion to approve management team to submit PENNVEST documents as needed for Phase 1B Sewer Improvement Project.**

Mr. Shaffer moved, Mr. Hoffman seconded.

Motion Unanimously Carried

d. PA Coalition for Oral Health

i. **Motion to ratify the letter of support for the Community Water Fluoridation Equipment Replacement Grant dated October 9, 2025.**

Mr. Shaffer moved, Mr. Hoffman seconded.

Motion Unanimously Carried

- ii. **Motion to approve the Grant Agreement between the PCOH and PA Department of Health in a sum not to exceed \$12,900 for replacement of fluoridation equipment.**

Mr. Shaffer moved, Mr. Hoffman seconded.

Motion Unanimously Carried

- e. PENNVEST Payment Request SAP Loan #77141

- i. **Acknowledgement of PENNVEST Pay Application Request Number 2 in the amount of \$988,052.23.**

9. **Reports**

- a. Manager's Report – Update on Operations.

Borough Council motioned to appoint Todd Thomas onto the Municipal Authority Board at their October 27th Meeting.

- 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

Ligonier Construction completed the drilling portion of the waterline repair on N Pleasant Avenue. The new pipe will be pulled through in one week.

WATER:

- 1) Water System Capital Improvement Projects:

This is in the close-out phase. They will be working with PENNVEST to complete it.

SEWER:

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

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

Phase 1B, Central Business District, will have potential interaction with the upcoming Firemen's Convention in August 2026. Discussions are ongoing regarding certain Borough streets that need to be free and clear of construction equipment. These streets will be listed in the contract for Phase 1B. Phase 1B is scheduled to advertise November 30, 2025, and Open Bids for January 8, 2026.

Part 2 has been submitted for **Phase 1C, East Somerset**. The Funding Application may be submitted in February 2026 depending on DEP's turnaround time for the permit.

Phase 1D, North Somerset, will follow right behind **Phase 1C**.

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

- d. September 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. Hoffman.

Motion Unanimously Carried
7:33 p.m.

B. Next Meeting:

- a. November 24th, 2025 at 6:30 p.m.

Jessica Sizemore, Municipal Authority Manager