

# BRIGHTON TOWNSHIP SEWAGE AUTHORITY

## REGULAR MEETING MINUTES

January 19, 2026

Mr. Piccirilli called the January 19, 2026 meeting of the Brighton Township Sewage Authority, located in the Municipal Building, 1300 Brighton Road, Beaver, PA 15009 to order at 7:00 P.M. There were no visitors present.

PRESENT: Mark Piccirilli, Chairman  
Jeffrey S. Maze, Vice Chairman  
Bryan W. Flaugh, Secretary  
Gordon R. Sheffer, Treasurer  
Jeffrey L. Ziegler, Administrative Manager  
Wyatt D. Disher, Asst. Engineer, LSSE  
Garen Fedeles, Solicitor

ABSENT: Jack E. Erath, Assistant Secretary/Treasurer  
Larry Lennon, Jr., P.E. LSSE

VISITORS: None

There was no Public Comment.

### Reorganization for 2026:

Election of Officers – Mr. Maze made a motion, seconded by Mr. Sheffer, vote unanimous, to nominate and elect the following Board Officers for 2026:

- Mark Piccirilli - Chairman
- Jeffrey S. Maze – Vice Chairman
- Bryan W. Flaugh – Secretary
- Gordon R. Sheffer – Treasurer
- Jack E. Erath – Assistant Secretary/Treasurer

Appoint Operating Officials – A motion made by Mr. Maze, seconded by Mr. Piccirilli, vote unanimous, to appoint the 2026 operating officials as follows:

- Garen Fedeles, Esquire, Solicitor  
Santicola, Steele & Fedeles; 722 Turnpike Street, Beaver, PA 15009  
and approving retainer and fee schedule.
- Lennon, Smith, Souleret Engineering, Inc. as Consulting Engineer and approving their schedule of fees effective January 1, 2026.

- Jeffrey L. Ziegler, Manager
- Logan Brice, Crew Chief

Mr. Flaugh made a motion, seconded by Mr. Sheffer, vote unanimous, to accept the proposal of Mark C. Turnley, CPA to prepare notes financial statements and complete the audit for the year ended December 31, 2025 in the amount of \$11,300 in accordance with his one (1) year proposal dated November 18, 2025 and to solicit proposals for future year(s) audits following the Township's proposal solicitation proposal.

Mr. Maze made a motion, seconded by Mr. Flaugh, vote unanimous, to designate PNC Bank as Depository and designating the Board of Directors, Manager and Dawn Librich as authorized signers on the accounts, with two (2) signatures required on all checks. The Authority will also continue to use PLGIT for investment of Authority funds.

Mr. Maze made a motion, seconded by Mr. Sheffer, vote unanimous, to set the meeting dates and times for 2026 and for January 2027 as the third Monday of each month at 7:00 PM in the Municipal Building, 1300 Brighton Road, Beaver, PA 15009 as follows:

Monday, January 19, 2026  
 Monday, February 16, 2026  
 Monday, March 16, 2026  
 Monday, April 20, 2026  
 Monday, May 18, 2026  
 Monday, June 15, 2026  
 Monday, July 20, 2026  
 Monday, August 17, 2026  
 Monday, September 21, 2026  
 Monday, October 19, 2026  
 Monday, November 16, 2026  
 Monday, December 21, 2026  
 Monday, January 18, 2027

Mr. Sheffer made a motion, seconded by Mr. Flaugh, vote unanimous, to set Holidays for 2026 and January 2027 as follows:

April 3, 2026	Good Friday
May 25, 2026	Memorial Day
July 3, 2026	Independence Day (Saturday)
September 7, 2026	Labor Day
November 11, 2026	Veterans Day (Wednesday)
November 26, 2026	Thanksgiving Day
November 27, 2026	Day after Thanksgiving
December 24, 2026	Christmas Eve (Thursday)
December 25, 2026	Christmas Day (Friday)
January 1, 2027	New Year's Day (Friday)

The Board previously determined that they would annually approve and sign a Resolution setting forth a Conflict of Interest and Code of Ethics Policy. Mr. Maze made a motion, seconded by Mr. Flaugh, vote unanimous, to approve and sign **Resolution No. 2026-01** Conflict of Interest/Code of Ethics Policy. All Board members will sign the resolution.

**Minutes:** Mr. Sheffer made a motion, seconded by Mr. Flaugh, vote unanimous, to approve the minutes of the December 15, 2025 Regular Meeting.

**Treasurer's Report:** Mr. Maze made a motion, seconded by Mr. Flaugh, vote unanimous, to approve the December 2025 Treasurer's Report and to file for audit. Mr. Maze drew the Board's attention to the last page of the report and pointed out the money not spent. He noted that the Authority ended the year in good financial condition.

**Bill Lists:** Mr. Sheffer made a motion, seconded by Mr. Flaugh, vote unanimous, to ratify the December bills list as submitted.

**Vanport Township Municipal Authority:** The Board reviewed the VTMA minutes of the November 24, 2025, Regular Meeting.

The Solicitor reported that the meeting that had been scheduled in early January to review VTMA billing was postponed due to the passing of Vanport's solicitor. Once the Authority appoints a new solicitor the meeting will be rescheduled.

**Review Status of Subdivision and Land Development Plans:**

- **Roberts Run Subdivision – Final Approval Status** – This is a 53-lot residential subdivision off of Tuscarawas Road. Revised plans have not been submitted. The Engineer reported that there is no update on this item this month.
- **Deerfield Preserve Review Plan Status/Authorize Inspection** – We are in the maintenance period ending November 20, 2026. There was no update on this item this month.
- **Sheerin Farm Plan of Lots – Deed of Dedication/Bond Release** – We are in the maintenance period ending February 15, 2027. There was no update on this item this month.

**Excess Consumption Policy:** William and Pamela Kredel – 105 James Drive: The property had consumption of 81,000 gallons. The average consumption is 39,000 gallons per quarter. A calculation under the Relief Policy shows that sewer relief of \$184.80 is warranted under the policy. Mr. Sheffer made a motion, seconded by Mr. Flaugh, vote unanimous, to grant relief in the amount of \$184.80 as calculated.

**Excess Consumption Policy:** Deante Bradley & Kiley Norco – 228 Edgewood Drive: The property had consumption of 51,000 gallons. The average consumption is 17,000 gallons per quarter. A calculation under the Relief Policy shows that water relief of \$149.60 is warranted under the policy. Mr. Sheffer made a motion, seconded by Mr. Flaugh, vote unanimous, to grant relief in the amount of \$149.60 as calculated.

**Engineer's Report:** The Engineer had nothing further to report.

**Solicitor's Report:** The Solicitor had no further report.

**Crew Chief's Report:** Mr. Brice reviewed the flow report and completed work throughout the month. He reported an issue at the Little Beaver Pump Station involving the display panel and presented a repair estimate from Cummins. Mr. Sheffer made a motion, seconded by Mr. Maze, vote unanimous, to approve the proposal by Cummins dated January 15, 2025, in the amount of \$6,162.09 to repair the generator board at the Little Beaver Pump Station.

Mr. Brice discussed an issue with the pump on the jetter truck. He reported that there is approximately 500-600 hours on the jetter. After reviewing the quote from A&H Equipment to rebuild the pump it was determined to obtain a quote from Meyers and from Robinson Pipe to make the repair. The Board stated once the quotes are obtained, they could be emailed for review for consideration.

**Additional Business:** None.

**Adjournment:** There being no further business Mr. Sheffer made a motion, seconded by Mr. Flaugh, vote unanimous, to adjourn the meeting at 7:40 P.M.

Respectfully submitted,



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Jeffrey L. Ziegler, Manager