# BRIGHTON TOWNSHIP MUNICIPAL AUTHORITY

## REGULAR MEETING MINUTES

### August 17, 2026

Mr. Piccirilli called the August 17, 2026 meeting of the Brighton Township Municipal Authority to order at 7:30 P.M. The meeting was in the Municipal Building, 1300 Brighton Road, Beaver, PA 15009. Four (4) visitors were present.

PRESENT: Mark Piccirilli, Chairman
Jeffrey S. Maze, Vice Chairman
Gordon R. Sheffer, Treasurer
Bryan W. Flaugh, Secretary
Jack E. Erath, Assistant Secretary/Treasurer
Jeffrey L. Ziegler, Administrative Manager
Brad Cochran, Operations Supervisor
Wyatt D. Dishler, Asst. Engineer, LSSE
Garen Fedeles, Solicitor

ABSENT: Larry Lennon, Jr., P.E. LSSE

There was no **Public Comment**.

**Minutes of July 20, 2026 Regular Meeting**: Mr. Sheffer made a motion, seconded by Mr. Erath, vote unanimous, to approve the minutes of the July 20, 2026 Regular Meeting.

**Treasurer's Report**: The Board reviewed the July Treasurer's Report. July activity was as follows:

| | |
|---|---|
| Revenue Account Balance July 31, 2026 | $ 613,225.64 |
| July Utility Receipts | $ 272,777.50 |
| Deposit to PNC – Grant. | $ 0.00 |
| Connection & Tapping Fees | $ 0.00 |
| NSF (0) | $ 0.00 |
| Lien Letters | $ 110.00 |
| Deduct Meters(1) | $ 350.00 |
| July Expenses/Transfer | ($ 452,865.01) |
| Revenue Account Balance July 31 | $ 160,360.63 |
| Payroll Account Balance July 31, 2026 | $ 3,697.37 |
| PLGIT Operating Account Balance July 31, 2026 | $ 1,050,109.67 |
| PLGIT PRIME Operating Balance July 31, 2026 | $ 507,607.26 |
| PLGIT HRA Account Balance July 31, 2026 | $ 6,290.76 |
| PLGIT Capital Account Balance July 31, 2026 | $ 36,543.64 |

PLGIT PRIME Capital Balance July 31, 2026 $1,066,990.83

The coverage factor for the month of July 1.1

Mr. Sheffer commented that it may be a good time to transfer some fund from operating to capital.

Mr. Maze made a motion, seconded by Mr. Piccirilli, vote unanimous, to approve the July Treasurer's Report as read and file for audit.

**Ratify July Bill List**: After review, Mr. Maze made a motion, seconded by Mr. Erath, vote unanimous, to ratify the July bill list.

**Vanport Township Municipal Authority**: The Board reviewed the VTMA minutes of the June 29, 2026 Regular Meeting.

**Plan Review/Development Status**:

- Roberts Run Subdivision – Application has been filed for a 53-lot residential subdivision of off Tuscarawas Road. Resubmission not received to date. The Engineer indicated there was nothing new to report.
- Clover Communities – We are in the maintenance bond period ending May 18, 2026. The Engineer reported this item is now complete.
- Deerfield Preserve – We are in the maintenance period ending November 20, 2026.
- Evergreen Heights Phase 2 – Application has been filed proposing the re-subdivision of four (4) lots into seven (7) lots along the southern side of Evergreen Circle. Water Service Availability issued June 1, 2026. Plan Review No. 1 issued June 18, 2026. Resubmission not received to date. The Engineer reported that LSSE has answered all the questions raised by the developer and are awaiting the response from the developer's engineer.

**Excess Consumption Policy - Walter Gibson – 600 Dutch Ridge Road**: The property had consumption of 154,000 gallons. The average consumption is 17,000 gallons per quarter A calculation under the Relief Policy shows that water relief of $576.40 is warranted under the policy.

- Mr. Sheffer made a motion, seconded by Mr. Flaugh, vote unanimous, to grant relief in the amount of $576.40 as calculated.

**Excess Consumption Policy - Kristie Hallisey - 850 Gypsy Glen Road**: The property had consumption of 34,000 gallons The average consumption is 9,000 gallons per quarter A calculation under the Relief Policy shows that sewer relief of $70.40 is warranted under the policy.

- Mr. Maze made a motion, seconded by Mr. Erath, vote unanimous, to grant relief in the amount of $70.40 as calculated.

**Excess Consumption Policy: Vince and Judy Spada – 1009 College Avenue**: The property had consumption of 83,000 gallons over 2 quarters. The average consumption is 20,000 gallons per quarter A calculation under the Relief Policy shows that sewer relief of $139.20 is warranted under the policy.

- Mr. Flaugh made a motion, seconded by Mr. Sheffer, vote unanimous, to grant relief in the amount of $139.20 as calculated.

**Request for Lien Relief – 1013 Colvin Drive**: The authority received a request from Mike Moore and Sarah Lytle requesting relief from the lien in place on the property at 1013 Colvin Drive which they purchased through the County Tax Sale. The amount owed to BTSA under the lien is $5,848.02. Discussion took place at the BTSA meeting.

- Mr. Sheffer made a motion, seconded by Mr. Maze, vote unanimous, to not approve the request for relief on the lien at 1013 Colvin Drive.

**Water Service Line Inventory**: U.S. EPA / PADEP requires community water systems to submit a LCRI Baseline Inventory by November 1, 2027, building on the initial inventory submission in November 2024. The LCRI needs to identifying all service line materials, while EPA requires a Service Line Replacement Plan by the same date (with annual updates starting January 30, 2029) and full inventory status with no unknowns left and/or replacement of lead/GRR lines by 2037. The Engineer reviewed the requirements to do actual verifications by the 2027 deadline. Discussion ensued on filing an LSA grant application for equipment to support this project in the 2027 round pending the decisions on the 2026 LSA grant applications.

**Water System Master Plan**: Monitoring equipment to be prepared for late August. LSSE to coordinate with BTMA for Hydrant Testing and Monitoring to calibrate Hydraulic Model and begin Alternative Analysis for Capital Improvements to the Water System. The Engineer reported he will coordinate with the Operations Supervisor.

**Tuscarawas Road Waterline Replacement**: The Municipal Authority has received a $250,000 Local Share Account Grant for the Tuscarawas Road waterline replacement. The project extends from the area of Center Lane to Pleasantview Avenue. One Easement remains outstanding. Field Meeting held with BTMA on June 30, 2026. LSSE finalizing Contract Documents for Base Bid (Tuscarawas Road) and Add Alternative No. 1 (Center Drive Valve Replacements and Cathodic Protection). Advertisement issued to Beaver County Times. The Engineer reported that a second and final letter was sent to the property owner that has not yet executed the easement agreement. If that is not received by the deadline, it will be referred to the solicitor for action. The Engineer reported that the bid advertisement was placed in the Beaver County Times with a bid opening of September 18, 2026.

**Risk and Resilient Assessment:** RRA Certification issued to PaDEP. LSSE to provide final draft to Authority. Cybersecurity updates are ongoing. Discuss KnowBe4 training for Operations and Office Staff. The Engineer reported that everything has been submitted to DEP. He indicated that the KnowBe4 training may be a good opportunity for the operations staff as well as admin staff.

**Emergency Response Plan:** LSSE to begin preparation for updating BTMA Emergency Response Plan and Certification by December 31, 2026.

**Ohioville Borough Municipal Authority Sales Agreement Extension**: The OBMA Agreement expires May 21, 2028. At this time there are no further discussions about an extension. Ohioville has payment and is current.

**Monthly Operating Report**: The Operations Supervisor reviewed the monthly report.

**Additional Business**: There was no additional business.

**Public Comment:** Mr. Harry Kunselman addressed the Board regarding the Evergreen Heights development. He indicated that there is a 6" main on Laurel Drive and they thought it was 8". He went on to ask if the Authority believes if any additional field testing is warranted on Laurel Drive and/or Baker Lane. Discussion ensued on modeling and calculation that were done in 2016/2017 and what was provided at that time. Mr. Kunselman expressed the concern that should they go to the expense of upgrading the line to 8" that there is no guarantee that the 1,000gpm requirement would be achieved. Discussion ensued on the size of other lines in the Township, flows and when the 8" requirement went into effect. Mr. Kunselman indicated the developer will respond to the LSSE review letter and will let the Authority know if they would like to have a meeting to further discuss the issue before submitting their response.

**Adjournment**: Mr. Sheffer made a motion, seconded by Mr. Flaugh, vote unanimous, to Adjourned to Executive Session - at 8:30 pm.

Respectfully Submitted,

Jeffrey L. Ziegler, Manager