



STATE BOARD FOR CERTIFICATION OF SEWAGE ENFORCEMENT OFFICERS DRAFT MINUTES | WEDNESDAY, November 5, 2025

BOARD MEMBERS' PRESENT

Samuel D'Alessandro (telephone) Board Chair
Luke Helsel (telephone)..... Board Member
Gordan Sheetz (telephone) Board Member

DEPARTMENT OF ENVIRONMENTAL PROTECTION (DEP) STAFF PRESENT

Brain Chalfant (telephone) Policy, DEP
Derrick Shearer.....Board Secretary, DEP
Charles Klinger.....DEP, BCW

CALL TO ORDER, INTRODUCTIONS, AND ATTENDANCE

The meeting was called to order by Samuel D'Alessandro, Chair, at 10:09 a.m. The meeting was held through Microsoft® Teams online, as well as in-person, in the 12th floor conference room of the Rachel Carson State Office Building, at 400 Market Street, Harrisburg, PA. A quorum was established.

APPROVAL OF PREVIOUS MEETING MINUTES (ACTION)

Chair D'Alessandro requested consideration of the September 10, 2025, draft meeting minutes.

Motion: Gordan Sheetz motioned to approve the minutes from September, with Luke Helsel seconding the motion. Motion passed unanimously.

SEO BOARD UPDATE

Derrick Shearer provided an update on the 2026 SEO Precertification Academy dates provided by PASEO. Academy date are to be held on:

April 27-May 1, 2026 (Berks County)

June 22-26, 2026 (Centre County),

August 31-September 4 (Beaver County)

October 26-30, 2026 (York County).

Although the 2026 SEO Exam dates have not been confirmed, in previous years the Exam was conducted on the last day of each Academy. With those dates being the tentative dates for the SEO Exam, the board tentatively schedules the year's Board Meeting dates. Chair D'Alessandro suggested scheduling dates as they've been in the past by scheduling meeting the 2nd Wednesday after the exam date.

Motion: Luke Helsel motioned to approve the meeting times for the dates which coincide with the board meetings as well. Gordan second the motion. Motion passed unanimously.

CERTIFICATION OF SEWAGE ENFORCEMENT OFFICERS (ACTION)

Chair D'Alessandro requested feedback from the Board regarding the results of the Friday, October 24 SEO Certification Examination. Chair D'Alessandro reported 22 total candidates took the exam and of those 18 had passed. Bureau staff continue working towards an online exam and for future locations to proctor the online exam when it is ready for implementation.

Motion: Chair D'Alessandro motioned to certify the 18 candidates who had passed the exam. Gordan motioned to pass, followed by Luke Helsel with a second. Motion passed unanimously.

NEW BUSINESS

Chair D'Alessandro asked the other members if there was any new business to report and discuss. The members had no new business. However, Chair D'Alessandro requested information regarding the number of SEOs over the years and if there is an increase or decrease. Charlie Klinger stated the DEP doesn't maintain a report of a count of SEOs from year to year but this information may be available in our SEO database. The board noted that one can query DEP's website to find SEOs by county but there is no way to query the database to determine the SEO for each municipality. Mr. Klinger noted that the Department relies on annual reports from municipalities for that information and those reports are not submitted by all municipalities. Therefore, DEP does not have a list of municipal SEOs.

Mr. Klinger updated the Board on the status of the Department's work on the regulations. The Sewage Advisory Committee review is ongoing, and the Department is awaiting formal input to include written comments and recommendations. It is the Department's understanding that the Sewage Advisory Committee plans to provide formal comments and recommendations on the pre-draft regulations by the end of 2025.

PUBLIC COMMENTS

No members of the public were present in person or on telephone. No comments were made.

ADJOURNMENT

Chair D'Alessandro called for a motion to adjourn the meeting.

Motion: Gordan made a motion to adjourn the meeting, with Helsel seconding the motion. Motion passed unanimously. The meeting adjourned at 10:48 a.m.

NEXT MEETING

Wednesday, May 13, 2026