

SPRING-BENNER-WALKER JOINT AUTHORITY

REGULAR MEETING

February 10, 2014

ATTENDANCE:

AUTHORITY MEMBERS:	Spring	Gregg Heny
		Jason Scott
		Dondi Smeltzer
		Ted Onufrak
	Benner	William Hughes
	Walker	None

GUEST: None Present

EXECUTIVE DIRECTOR: N. Warren Miller

EMPLOYEES: Tasha Dutton

CALL TO ORDER:

The February 10, 2014, Regular Meeting of the Spring-Benner-Walker Joint Authority was called to order at 7:00 P.M. by William Hughes, Acting Chairman. Mr. Hughes thanked everyone for attending and stated that the meeting would be recorded for transcription.

ROLL CALL:

Dondi Smeltzer, Assistant Secretary, took Roll Call, recording five members present with one Board vacancy. Mr. Hoffman, Mr. McDowell and Mr. T. Miller were absent. Mr. Hughes, Acting Chairman, noted that with a quorum present, the Spring-Benner-Walker Joint Authority was permitted to conduct business under the laws of Pennsylvania.

PLEDGE OF ALLEGIANCE:

Mr. Hughes, Acting Chairman, led the Board members and Employees in the Pledge of Allegiance.

Mr. Hughes announced that the Facilities Committee met for a work session this evening to discuss a developer's, Jeff Long, request for a payment leniency at Graystone Court.

APPROVAL OF MEETING MINUTES:

Mr. Heny moved, seconded by Mr. Onufrak to approve the Minutes of the January 27, 2014 Regular Meeting as presented. 5 ayes, 0 nays, 3 absent, 1 vacancy. The motion carried.

CORRESPONDENCE:

Centre County Industrial Development Corporation – Mr. W. Miller explained the Electrical Service Agreement between the Centre County Industrial Development Corporation and this Authority for the Benner Commerce Pumping Station. This agreement was executed prior to the installation of three phase electrical service to the Benner Commerce Pumping Station.

APPROVAL OF PAYMENTS:

Approval of Requisitions:

Revenue Fund Requisition 2012-26 – Mr. Hughes asked if there were any questions regarding the presentation of Revenue Fund Requisition #2012-26. **Mr. Smeltzer moved, seconded by Mr. Scott to approve Revenue Requisition 2012-26 payable to SBWJA in the amount of \$39,776.66. 5 ayes, 0 nays, 3 absent, 1 vacancy. The motion carried.**

Winter Maintenance – Mr. Heny asked if there were any problems with the sewer system due to the extremely cold weather. Mr. W. Miller stated that there was a sewer back up at 441 Irish Hollow Road, which was caused by a frozen sewer lateral. Mrs. Dutton also stated that a plow truck hit a manhole on Paradise Road which resulted in a casting being replaced. Mr. Heny asked what our legal obligation would be if a manhole cover was missing. Mr. W. Miller stated that the Authority would be liable for damages if we were proven to be negligent in removing a manhole cover and not replacing it. The maintenance department also applied tar around several manholes to avoid being damaged by plow trucks.

GUEST: There were no Guests present for the meeting.

EXECUTIVE DIRECTOR'S REPORT:

Graystone Court - Mr. Hughes stated that the Facilities Committee met this evening to discuss the developer's, Jeff Long, request to have a reduced sewer rate for his apartment complex consisting of 138 EDUs. Mr. Mix was not present at this meeting; however, he did provide Mr. W. Miller with his legal opinion regarding this matter. The Board considered the best option may be to charge a reduced rate of \$32.50 per EDU until the doors officially open at Graystone Court and then at that time the developer would be responsible for a full rate of \$65.00 Per EDU. Mr. W. Miller will verify the use of domestic water at this location and if there were any delays caused by public officials during construction. Mr. W. Miller will then provide this information to the Board and Mr. Mix for a decision. Mr. Heny suggested that the Authority charge the full rate in March if a decision is not reached by the billing date and if a discount is agreed upon at a later date the discount will be applied to the account accordingly.

Employee Boot Allowance – The employees at Spring Benner Walker Joint Authority are currently eligible for an annual boot allowance of up to \$100.00. This money is reimbursed to the employee once an original receipt is provided to the Executive Director. Mr. W. Miller stated that he considered revising the annual boot allowance reimbursement process. The Board members and Mr. W. Miller discussed several options; however, the reimbursement process will remain the same.

Video Rig – The maintenance department has been involved with several video rig demonstrations and will be considering the purchase of a smaller vehicle to transport the video equipment. Mr. W. Miller stated that the video equipment is very mobile and can be easily transported; therefore, a Mule ATV would be ideal for gaining access to off road areas on our system. It was also noted that a skid steer has also been considered for transporting the video equipment. Mr. W. Miller stated that the skid steer could also have a bush hog installed which could be used to clear right-of-ways on the system.

Fee Schedule – Mr. W. Miller stated that many surrounding Authorities charge their delinquent customers for late letters, certified letters, and posting of a property with a 24 hour water termination notice. Our Authority currently charges a late fee of 10% and will require a customer to reimburse the Authority for postage if a certified notice is sent to them. Mr. W. Miller asked the Board if they would be interested in creating a fee schedule for the extra notices that are prepared in the office and sent to customers regarding their accounts being late. Mr. Onufrak requested that Mr. W. Miller prepare a fee schedule to review at a future meeting.

