

SPRING-BENNER-WALKER JOINT AUTHORITY

REGULAR MEETING

October 27, 2014

ATTENDANCE:

AUTHORITY MEMBERS:	Spring	Gregg Heny
		Ted Onufrak
		Jason Scott
		Dondi Smeltzer
Benner	Dan Hoffman	
	William Hughes	
	Timothy Miller	
Walker	Dennis McDowell	
	Joseph Swanderski	

GUESTS: None

EXECUTIVE DIRECTOR: N. Warren Miller

CONSULTING ENGINEER: Andy Johnson, P.E.

EMPLOYEES: Kelly Gill

CALL TO ORDER:

The October 27, 2014, Regular Meeting of the Spring-Benner-Walker Joint Authority was called to order at 7:00 P.M. by Timothy Miller, Chairman. Mr. T. Miller thanked everyone for attending and stated that the meeting would be recorded for transcription.

ROLL CALL:

William Hughes, Secretary, took Roll Call, recording eight members present. Mr. Onufrak entered the meeting at 7:05 p.m. Mr. T. Miller, 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. T. Miller, Chairman, led the Board members and Employees in the Pledge of Allegiance.

APPROVAL OF MEETING MINUTES:

Mr. T. Miller asked the Board if there were any questions and/or changes to the October 13, 2014 meeting minutes as presented. **Mr. Heny moved, seconded by Mr. Hughes to approve the Minutes of the October 13, 2014 Regular Meeting as presented. 8 ayes, 0 nays, 1 absent. The motion carried.**

CORRESPONDENCE:

Todd Musser – We received a letter of resignation from Todd Musser effective November 7, 2014. Mr. W. Miller informed the Board that Mr. Musser took a position with the Altoona Regional Authority and will be missed due to his knowledge of the industry. The Board inquired about Mr. W. Miller's plans to fill the vacant position. Mr. W. Miller will post the internal vacancy and may also advertise for the position, if necessary. Mr. W. Miller indicated he also intends to hire an additional laborer in the near future.

Mr. Onufrak entered the meeting at 7:05 p.m.

FINANCIAL REPORTS:

Treasurer's Report: Mr. Onufrak reviewed the financial reports for the period ending 09/30/2014. Mr. T. Miller asked if there were any questions pertaining to the reports. **Mr. Scott moved, seconded by Mr. Swanderski to approve the Treasurer's Report as presented. 9 ayes, 0 nays. The motion carried.**

APPROVAL OF PAYMENTS:

Approval of Requisitions:

Revenue Fund Requisition 2012-43 – Mr. T. Miller asked if there were any questions regarding the presentation of Revenue Fund Requisition #2012-43. **Mr. Hoffman moved, seconded by Mr. Heny to approve Revenue Requisition 2012-43 payable to SBWJA in the amount of \$47,608.08. 9 ayes, 0 nays. The motion carried.**

GUESTS: There were no Guests present for the meeting.

EXECUTIVE DIRECTOR'S REPORT:

Mammoth Restoration – Mammoth was given until October 15, 2014 to restore the proper cover to the pressurized sewer mainline serving SCI Benner and SCI Rockview; however, it appears as though the work has not been completed. Mr. W. Miller informed the Board that Authority personnel will be visiting the site this week to excavate the forcemain to ensure the line is covered with a minimum of four feet of dirt around the circumference of the pipe. If the proper cover is not met, our Authority personnel will be completing the work and will invoice Mammoth accordingly.

2015 Budget – Mr. W. Miller informed the Board that he has started preparing a tentative 2015 budget that will be presented at the November 10, 2014 meeting for approval. A work session was held with the personnel committee earlier this evening to discuss wages that will be incorporated within the budget.

Yeagle's Mini-Storage – Yeagle's Mini-Storage in Penn Eagle Industrial Park is expanding and will need to relocate our sewer main line for their new structure. As a result, they have provided us with an amended Easement/Right-of-Way Agreement that will need executed during this evening's meeting along with a Sewer Line Relocation Agreement. Mr. Mix has provided his assistance with preparing the documents, which are available for signature during the meeting. **Mr. McDowell moved, seconded by Mr. Heny to approve the Amended Sewer Line Easement/Right of Way Agreement and Sewer Line Relocation Agreement for Yeagle's Mini-Storage, Corporation as presented. 9 ayes, 0 nays. The motion carried.**

Gregg Township Sewer Authority – Our Authority was recently contacted by Alan Uhler, Gregg Township Sewer Authority's Engineer, regarding the use of our contracted services for their treatment plant in Spring Mills. They have a sequencing batch reactor that has to be sandblasted, primed and sprayed, but needs cleaned with our Vactor truck first. Mr. W. Miller indicated Gregg Township Sewer Authority is a fairly new system that does not have any employees and is in poor condition as a result of little to no maintenance. The Gregg Township Sewer Authority Board meets the last Monday of each month and Mr. W. Miller suggested attending one of their meetings to speak with them about our contracted services.

Contracted Services – Mr. Onufrak suggested the Authority incorporate a line item into the budget specifically for these types of services. Mrs. Gill indicated the Authority currently has a reimbursable projects income account for any billable work our Authority completes. Mr. Onufrak would like to see a separate account for these contracted services.

Finance Committee Meeting – Mr. Onufrak would like to hold a finance committee meeting prior to the next meeting to discuss any upcoming capital improvements and donations to organizations as mentioned during the last meeting.

ENGINEER'S REPORT:

Zion/Mingoville Study – Mr. Johnson reported that he and Mr. W. Miller met with the Gorman-Rupp representatives last week to discuss the pump upgrades for PS#5 (Mingoville) and PS#7 (Zion Ridge) as part of the study. The pump representatives have suggested possibly replacing the first stage of the pumps to gain about four feet (4') of suction lift. Additional discussion regarding the wet well size is needed to determine the capacity of each wet well and then the study should be complete. Mr. Johnson intends to have a draft report to Mr. W. Miller within the next month and the final report in the next two months.

OLD BUSINESS:

Pearpoint Camera – Mr. Hoffman asked if we have received the new camera yet and Mr. W. Miller stated yes, it was delivered last week.

Bellefonte Borough Capital Projects – Mr. McDowell inquired about the status of the energy upgrades at Bellefonte Borough's Treatment Plant. Mr. W. Miller was informed by the Borough Authority's Engineer, Robert Decker, that the project is substantially complete with only the punchlist items remaining.

Mr. Decker is also to provide estimated costs for upcoming capital projects the Borough Authority will be finalizing at their meeting on November 4, 2014 for the 2015 calendar year.

Muni-Link Billing Software – Mr. Hoffman asked if the office staff had the opportunity to test out the new billing software yet. Mrs. Gill stated that there are a few Authority billing practices that Muni-Link is still trying to determine how they can make work with their software. Mr. Hoffman stated that Muni-Link indicated they would make everything work for us and to let him know if he needs to make a phone call on our behalf.

Shiloh Road Area – Mr. T. Miller indicated he received a call from the Benner Township Supervisors asking for his attendance at their next meeting on November 3, 2014 to answer any questions regarding sewer service to the Shiloh Road area since Dr. Clair will be at the meeting.

NEW BUSINESS:

2015 Board Meeting Schedule – The Board reviewed the 2015 Board Meeting Schedule as presented. **Mr. Heny moved, seconded by Mr. Hughes to approve the 2015 Board Meeting Schedule as presented.** 9 ayes, 0 nays. **The motion carried.**

Agreement of Dedication, Graystone Court - The final inspection of Graystone Court was completed today with occupancy being issued this week. Our Authority has been provided with the required documents to accept dedication of these facilities, which includes the maintenance bond. Mr. W. Miller indicated Jeff Long stopped by our Authority office earlier today and provided a certified check in the amount of \$10,000 to avoid any delays with the acceptance of the facilities; however, Robert Poole (S&A Homes) actually owns the ground and should be providing the maintenance bond. Mr. Long asked if we could hold off on depositing the check for a week or two to see if Mr. Poole will submit the bond as he had indicated would occur. Mr. W. Miller doesn't have an issue with waiting for a week or two to see if we receive the bond from Mr. Poole and recommended accepting the facilities effective with receipt of the proper maintenance bond. **Mr. Swanderski moved, seconded by Mr. Heny to approve the Agreement of Dedication for Graystone Court to become effective with receipt of the proper maintenance bond.** 9 ayes, 0 nays. **The motion carried.**

Opening of Certificate of Deposit at Northwest Savings – Mr. W. Miller informed the Board that if Mr. Poole does not submit the proper bond in the next week or two, the Authority will need to open an 18 month Certificate of Deposit with Northwest Savings to deposit Mr. Long's certified check for the maintenance bond at Graystone Court. A signature card was provided during the meeting to open the account, if needed. Mr. W. Miller suggested the Board approve opening the account and signing the card to prevent any delays. **Mr. Hoffman moved, seconded by Mr. McDowell to approve executing the signature card to open an 18 month Certificate of Deposit at Northwest Savings Bank if needed to handle the maintenance bond for Graystone Court.** 9 ayes, 0 nays. **The motion carried.**

Board Resignation – Mr. Swanderski informed the Board that he will have to resign from the Authority Board due to the pending sale of his home and moving out of the area. Mr. Swanderski has informed the Walker Township Supervisors and indicated his last meeting will likely be on November 10, 2014. Mr. T. Miller stated that Mr. Swanderski was a large asset to this Authority Board and will be greatly missed. Mr. T. Miller also extended an invitation to Mr. Swanderski for the Authority's annual Christmas Party on December 8, 2014.

Committee Meetings:

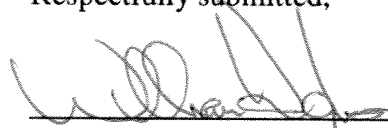
Personnel Committee – Mr. Hoffman indicated that he would like to have a personnel committee meeting on November 10, 2014 at 6:30 p.m. at the Authority office to discuss Mr. W. Miller's wages for the 2015 budget year. The personnel committee intends to make a recommendation to the Board at the regular scheduled meeting later that evening.

Finance Committee – Mr. Onufrak stated that he would like to hold a finance committee meeting on November 10, 2014 at 12:00 noon at Garfield’s Restaurant in State College. Mr. Onufrak invited Mr. W. Miller and Mrs. Gill to attend the meeting.

ADJOURNMENT:

Mr. Heny moved, seconded by Mr. Smeltzer to adjourn the meeting at 7:40 p.m. 7 ayes, 0 nays, 2 absent. The motion carried.

Respectfully submitted,



William Hughes, Secretary



Kelly J. Gill, Recording Secretary

CC: Benner Township _____
Spring Township _____
Walker Township _____