

SPRING-BENNER-WALKER JOINT AUTHORITY

REGULAR MEETING

August 27, 2018

ATTENDANCE:

AUTHORITY MEMBERS:	Spring	Joseph Galbraith Gregg Heny Chris McMurtrie Dondi Smeltzer
	Benner	Dan Hoffman William Hughes Timothy Miller
	Walker	Dennis McDowell Joseph Swanderski

GUESTS: None present

EXECUTIVE DIRECTOR: N. Warren Miller

EMPLOYEES: Kelly Gill & Tasha Dutton

CALL TO ORDER:

The August 27, 2018, Regular Meeting of the Spring-Benner-Walker Joint Authority was called to order at 7:00 P.M. by Dennis McDowell, Chairman. Mr. McDowell thanked everyone for attending and stated that the meeting would be recorded for transcription.

ROLL CALL:

William Hughes, Secretary, took Roll Call, recording nine members present. Mr. McDowell, 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. McDowell, Chairman, led the Board members and Employees in the Pledge of Allegiance.

APPROVAL OF MEETING MINUTES:

Mr. McDowell asked the Board if there were any questions and/or changes to the August 13, 2018 meeting minutes as presented. **Mr. Galbraith moved, seconded by Mr. McMurtrie to approve the Minutes of the August 13, 2018 Regular Meeting as presented.** 9 ayes, 0 nays. **The motion carried.**

CORRESPONDENCE:

Centre County Christian Academy (CCCA) –We received a letter from the Centre County Christian Academy’s Administrator, Kristy Smith, stating their facility is currently served by Bellefonte Borough for sewer service; however, they are now requesting our Authority provide this service to them.

According to the CCCA this request for sewer service was a result of Bellefonte Borough’s unwillingness to assist with cleaning and repairing the CCCA’s sewer lateral. Mr. W. Miller indicated an employee from the CCCA approached him with questions regarding SBWJA’s billing practices. The CCCA submitted an executed EDU Assessment form which indicated the school would save approximately \$500.00 per quarter using SBWJA services.

Mr. Hoffman expressed his concerns with an agreement/contract between Bellefonte Borough and the CCCA due to Bellefonte Borough’s performance and CCCA’s acceptance by paying for Bellefonte’s services. Mr. W. Miller stated that he believes that SBWJA was intended on being the sewer service provider for this property; however, the previous Authority Administration failed to connect the CCCA when service was available. Mr. W. Miller recommended we could provide sewer service to the CCCA with the understanding they contact Bellefonte Borough directly with their request and ask Bellefonte Borough for approval.

The Board discussed tapping fees that may apply to the CCCA. Mr. Hoffman asked Mr. W. Miller for an estimate on what it would cost to connect the CCCA to our sewer main line, which is located under their current sewer lateral. Mr. W. Miller estimated an amount of \$5,000.00.

Mr. Hoffman recommended that Mr. W. Miller discuss this matter with Mr. Mix.

Four Ways Pub & Eatery, LLC – We received a letter from the owner, Michael Kraker, of Four Ways Pub & Eatery, LLC regarding a building addition to his existing business at 685 Pleasant View Boulevard. The property is a customer of SBWJA, but conveyance and treatment is provided by Bellefonte Borough. Mr. Kraker is officially requesting sewer capacity for the additional 1.00 EDU. **Mr. Hughes moved, seconded by Mr. Swanderski to approve 1.00 EDU for the building expansion at 685 Pleasant View Boulevard.** 9 ayes, 0 nays. **The motion carried.**

Keller Engineers, Inc. – We received an email from Michael MacNamara requesting a letter of intent to provide sewer service for SilcoTek Corporation's expansion located at 225 Penntech Drive, Bellefonte. Mr. MacNamara was provided with a letter of intent for 21.98 EDUs for the project. Mr. W. Miller stated that SilcoTek anticipates doubling in size with their business. This project should begin next year.

FINANCIAL REPORTS:

Treasurer's Report: Mr. Heny reviewed the financial reports for the period ending 07/31/2018. Mr. McDowell asked if there were any questions regarding the Treasurer's Report or any comments by the Authority staff.

Mr. T. Miller asked how many quarters we have paid into Bellefonte so far this year. Mrs. Gill indicated the Treasurer's Report represents three (3) quarters of billings payable to Bellefonte Borough. Mr. T. Miller then asked if that would count for the 74.1% that is listed on the Budget vs. Actual Report. Mrs. Gill confirmed the information was correct. Mr. T. Miller stated that he had compared the current Budget vs. Actual Report with last year's Budget vs. Actual Report, which was lower than this year due to the timing of Bellefonte Borough's submission of invoices.

Mr. T. Miller also verified with the staff that there will be two (2) additional Rockview payments that will be made this year, which will increase our income. Mr. W. Miller reminded the Board that the 2018 Budget was inflated to reflect the use of cash reserves for the upgrades to the Bellefonte Borough Authority's Wastewater Treatment Plant. If the project is delayed and those monies are not expended this year the Rockview income account will also be affected. Mr. W. Miller also stated last year's budget included the Zion Ridgecrest Pump Station upgrade.

With no further questions, **Mr. Smeltzer moved, seconded by Mr. Hughes to approve the Treasurer's Report as presented.** 9 ayes, 0 nays. **The motion carried.**

APPROVAL OF PAYMENTS:

Approval of Requisitions:

Revenue Fund Requisition 2012-130 – Mr. Heny presented the Board with Revenue Requisition #2012-130 in the amount of \$49,293.40. Mr. McDowell asked if there were any questions regarding the presentation of Revenue Fund Requisition 2012-130. Mr. Heny asked if the pipe from Altoona Pipe and Steel Supply was stainless steel due to the cost. Mr. W. Miller confirmed the pipe was 1" stainless steel. Mrs. Dutton stated the order totaled 160 feet of 1" stainless steel pipe. Mr. W. Miller indicated the pipe was used to upgrade Pump Station #2 (Jacksonville) and Pump Station #3 (Musser Lane). The pipe is being used to construct rails which will allow submersible pumps to slide up and down the wet well. Mr. W. Miller then informed the Board that the maintenance department has completed the upgrades to Pump Station #2 and everything is running properly. The upgrade has allowed us to replace the Flygt Pumps from 1996 with Barnes Grinder Pumps. It was noted that the Flygt Pumps were very difficult to get parts for and that the problem will now be eliminated. The maintenance department

reported the new 2HP Barnes Pumps are already out performing the old 3HP Flygt Pumps. Mr. W. Miller stated he would like to replace the old galvanized forcemain for Pump Station #2 which runs from Tele Media to Scott Lane due to tuberculation decreasing the diameter of the pipe.

Mr. Smeltzer asked if the camera repair from A & H Equipment was different than the Pearpoint Camera repair. Mr. W. Miller indicated the camera was from the video truck and it is different than the Pearpoint. The seal at the pivot point, at the back of the camera, where the cable hooks to the crawler would not stay pressurized. It was also noted that two push cameras recently required repairs.

Mr. Hughes moved, seconded by Mr. Hoffman to approve Revenue Requisition 2012-130 payable to SBWJA in the amount of \$49,293.40. 9 ayes, 0 nays. The motion carried.

Semi-Annual 2012 Bond Interest & Principal Payment – Mr. T. Miller moved, seconded by Mr. Smeltzer to approve the semi-annual 2012 bond interest & principal payment in the amount of \$155,313.13. 9 ayes, 0 nays. The motion carried

GUESTS: There were no Guests present.

EXECUTIVE DIRECTOR'S REPORT:

Bellefonte Borough Backflow Prevention – The Bellefonte Borough Cross-Connection Control Department has implemented a backflow prevention plan, which will affect Pump Station #9 (Penn Eagle), Pump Station #15 (Sunnyside), Pump Station #16 (Benner Commerce) and Pump Station #17 (Mews). Bellefonte Borough has hired Pennsylvania Water Specialties Company to oversee this project. Mr. W. Miller stated that Pump Station #15 (Sunnyside) & Pump Station #17 (Mews) are submersible pump stations with meters in a pit and have frost free water hydrants; therefore, we will need to construct a new pit for the installation of the new backflow prevention systems. This project will cost approximately \$400.00 to \$500.00 in materials for each pump station. Pump Station #9 (Penn Eagle) and Pump Station #16 (Benner Commerce) have water inside the building; therefore, this will likely require a reduced pressure zone assembly being installed. Once the systems are installed they will need to be tested annually. Mr. W. Miller stated this is a requirement of PA DEP that Bellefonte Borough is enforcing and will need to be completed in the very near future.

Zion Road Manhole Restoration – Mr. McDowell asked the status of the Zion Road Manhole Restoration project. Mr. W. Miller indicated the restoration work has been delayed due to the company having a lot of leak prevention work they had to complete.

OLD BUSINESS:

Shiloh Road – Mr. McDowell stated that he felt Mr. Mix did a great job on the letter he sent to David Wise regarding the possible development on Shiloh Road. Mr. T. Miller stated that he attended the last Benner Township Supervisors meeting and nothing was approved during the meeting regarding Shiloh Road. Mr. T. Miller suggested a meeting be scheduled with Cory Miller, University Area Joint Authority's (UAJA) Chairman, Mr. McDowell, Mr. W. Miller, both engineers and one Benner Township Supervisor to discuss the current 537 Plan and our Authority being permitted to negotiate an agreement with UAJA to become a bulk customer. Mr. T. Miller stated this would ensure that UAJA's Board is aware of what is being discussed regarding development on Shiloh Road. Mrs. Gill indicated that she remembers a letter from the Council of Government that authorized Cory Miller to work with us for sewer service in that area.

Mr. W. Miller stated that Mr. Mix's recommendation to wait for the results of Benner Township's Septage Management Plan to be the best option at this time. Mr. T. Miller stated he was told that there are not many issues with failing on-lots in the area and he was also told that UAJA has a sewer line that runs past Walnut Grove that could collect flows from this area. Mr. W. Miller stated that he believes there is a gravity line that runs down Big Hollow; however, he was unsure of elevations and this would not follow the current 537 Plan. Mr. McDowell suggested waiting for a response from Benner Township Supervisors regarding this matter.

ESRI/ArcGIS – The new Esri/ArcGIS on-line system is being utilized; however, the data usage is more than anticipated; therefore, we will be converting to an unlimited data plan with Verizon Wireless for each laptop.

NEW BUSINESS:

Fee Schedule – The Board was provided with an updated Fee Schedule based on the Rate Study that was completed. The Rate Study recommended the Backhoe rental being increased to \$65.00 per hour, increasing the Utility Truck rental to \$45.00 per hour and establishing an hourly rate for the Mack Dump Truck and T-Tag Dump Truck so it may be added to the fee schedule. Mr. Heny expressed his concerns with the hourly rate being too low for the Office Staff. Mrs. Gill stated there were no recommendations listed on the Rate Study for the Office Staff. Mr. Heny thought the rate of the Office Staff was to be closer to the Maintenance Laborer rate. Mr. McDowell asked if there were any other questions regarding the Fee Schedule. **Mr. T. Miller moved, seconded by Mr. Hughes to approve the new Fee Schedule as presented and made a part of these official meeting minutes. 9 ayes, 0 nays. The motion carried.**

COMMITTEE REPORTS:

Personnel & Community Relations Committee –Mr. Hoffman stated that he would like to hold an Executive Session at the next meeting to discuss personnel issues. Mr. Galbraith stated that he will not be attending the next meeting due to vacation. Mr. Smeltzer asked if the Board would like to hold a brief Executive Session now due to all Board members being present.

Facilities Committee: Mr. Hughes had nothing to report.

Financial Committee: Mr. Heny had nothing to report.

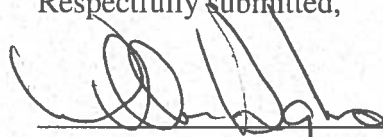
Mr. W. Miller, Mrs. Gill and Mrs. Dutton exited the meeting at 7:55 p.m.

EXECUTIVE SESSION – Mr. McDowell recessed the Board for an Executive Session at 7:55 p.m. to discuss personnel issues. The meeting reconvened at 8:26 p.m.

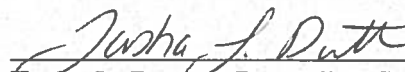
ADJOURNMENT:

Mr. Hoffman moved, seconded by Mr. McMurtrie to adjourn the meeting at 8:26 p.m. 9 ayes, 0 nays. The motion carried.

Respectfully submitted,



William Hughes, Secretary



Fasha L. Dutton, Recording Secretary

CC: Benner Township _____
Spring Township _____
Walker Township _____

Fee Schedule for
Spring-Benner-Walker Joint Authority
Effective 08/27/2018

<u>Classification</u>	<u>Hourly Rate</u>
Vactor Truck	\$ 225.00
Video Truck	\$ 200.00
Executive Director	\$ 95.00
Maintenance Laborer	\$ 55.00
Office Staff	\$ 40.00
Video Camera	\$ 75.00
Backhoe	\$ 65.00
Manhole Vacuum Test (per manhole)	\$ 45.00
Sewer Cleaner (tow behind)	\$ 100.00
Gorman Rupp Pump (4")	\$ 45.00
Utility Truck	\$ 45.00
Mack Dump Truck	\$ 60.00
T-Tag Dump Truck	\$ 50.00
Pipe Laser (Per Day Rental)	\$ 125.00
Global Positioning System Equipment	\$ 30.00
Gas Detector Equipment	\$ 30.00
Air Compressor	\$ 40.00
Generator	\$ 40.00
Pressure Washer	\$ 40.00
Jack Hammer	\$ 25.00
Tamper	\$ 25.00
Asphalt Saw	\$ 25.00
Trash Pump	\$ 25.00