

SPRING-BENNER-WALKER JOINT AUTHORITY

REGULAR MEETING

February 22, 2016

ATTENDANCE:

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

GUESTS: Shirley Gryczuk & John Kostas

EXECUTIVE DIRECTOR: N. Warren Miller

EMPLOYEES: Kelly Gill

CALL TO ORDER:

The February 22, 2016, Regular Meeting of the Spring-Benner-Walker Joint Authority was called to order at 6:00 P.M. by Timothy Miller, Chairman. Mr. T. Miller indicated the meeting was advertised to begin at 6:00 p.m. to allow for the Authority Board to attend the Spring Township Planning Commission meeting at 7:00 p.m. that same evening. Nittany Engineering & Associates is scheduled to discuss the Bellefonte Borough Authority Special Study as it relates to proposed upgrades to their Wastewater Treatment Plant. 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. Galbraith was absent from the meeting. 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, Employees and Guests in the Pledge of Allegiance.

AMENDMENT TO AGENDA – Mr. T. Miller indicated he would like to obtain approval to modify the agenda as needed to allow for attendance at the Spring Township Planning Commission Meeting at 7:00 p.m. **Mr. McMurtrie moved, seconded by Mr. Heny to amend the agenda as necessary to accommodate the Authority Board's attendance at the Spring Township Planning Commission Meeting starting at 7:00 p.m.** 8 ayes, 0 nays, 1 absent. **The motion carried.**

APPROVAL OF MEETING MINUTES:

Mr. T. Miller asked the Board if there were any questions and/or changes to the February 8, 2016 meeting minutes as presented. **Mr. Hoffman moved, seconded by Mr. Heny to approve the Minutes of the February 8, 2016 Regular Meeting as presented.** 8 ayes, 0 nays, 1 absent. **The motion carried.**

CORRESPONDENCE:

Greeting Card for Brian Book – Mr. T. Miller informed the Board that a Get Well Soon greeting card would be distributed for signature during the meeting for Brian Book of Rettew. Mr. W. Miller reported that Mr. Book recently had surgery and is doing well.

Walsh/Granite Joint Venture – We received notification from Scott Benjamin indicating that Walsh/Granite Joint Venture or its subcontractors may need access to our property around PS#4 (Pleasant View) as a result of a bridge replacement project in the area. Mr. W. Miller indicated that PennDOT will be replacing a bridge near Pump Station #4 in the Pleasant View area, which may involve relocating our sewer main and the sewer lateral servicing Formalities. The work is scheduled for February 2017.

PA Department of Transportation – We received the Reimbursement Agreement from Larry Ditty Jr. of PennDOT for the SR 144 resurfacing project. The Agreement has been properly executed and returned to PennDOT as requested.

PA Office of Attorney General - The Authority received notification from the PA Attorney General's Office that a consumer complaint has been filed against our Authority by the owner of 116 Willow Bend Drive, Bellefonte as a result of some issues with the sewer lateral. The correspondence has been forwarded to our solicitor who will assist in responding to the complaint.

Mr. W. Miller reminded the Board that this is the property that was required to connect to the public sewer in 2008 as a result of the Benner Township Sewer Extension Project; however, failed to connect within a timely manner. Our Authority was forced to hire a contractor to connect the home to the public sewer system in 2010 and then we proceeded with the sheriff sale of the property to collect the outstanding debt for the sewer connection, tapping fees and associated attorney fees. A portion of the sewer lateral had to be encased in concrete due to the close proximity of the well head and has since developed a slight sag in the line. Our Authority has been called out to the property on several occasions to clear a sewer back up which is due to grease being introduced to the sewer system. The homeowner has been forewarned about the consequences of putting grease into the sewer system, which is the main cause of the sewer backups.

The homeowner has listed the property for sale and feels obligated to disclose information pertaining to the sewer backups, which is not our Authority's responsibility since this is the homeowner's private lateral. Mr. McDowell asked how much this would cost to correct the lateral and Mr. W. Miller estimates it to be over \$1,000. Mr. W. Miller will work with Mr. Mix to prepare a response to the complaint within the required timeframe.

Walker Township Zoning Hearing Board – We received correspondence from the Walker Township Zoning Hearing Board granting SBWJA the variance requested for the upgrades to Pump Station #7 (Zion Ridge). Mr. W. Miller indicated the permit will be issued shortly and we are still waiting for the Forest Heights Homeowners Association to execute the Right-of-Way Agreement.

GUESTS:

Shirley Gryczuk and John Kostas – Mr. T. Miller asked Ms. Gryczuk and Mr. Kostas if they wanted to address the Board. Ms. Gryczuk and Mr. Kostas indicated they were attending the meeting for educational purposes; however, they both planned on attending the Spring Township Planning Commission Meeting to learn more about the wastewater treatment plant upgrades.

FINANCIAL REPORTS:

Treasurer's Report: Mr. Onufrak reviewed the financial reports for the period ending 01/31/2016. Mr. T. Miller asked if there were any questions regarding the Treasurer's Report or any comments by the Authority staff. **Mr. McDowell moved, seconded by Mr. Hoffman to approve the Treasurer's Report as presented.** 8 ayes, 0 nays, 1 absent. **The motion carried.**

APPROVAL OF PAYMENTS:

Approval of Requisitions:

Revenue Fund Requisition 2012-72 – Mr. Onufrak presented the Board with Revenue Requisition 2012-72. Mr. T. Miller asked if there were any questions regarding the presentation of Revenue Fund Requisition #2012-72. **Mr. McMurtrie moved, seconded by Mr. Heny to approve Revenue Requisition 2012-72 payable to SBWJA in the amount of \$28,662.09.** 8 ayes, 0 nays, 1 absent. **The motion carried.**

Semi-Annual 2012 Bond Payment – Mr. Smeltzer moved, seconded by Mr. Hughes to approve the semi-annual 2012 bond interest and principal payment in the amount of \$152,881.88. 8 ayes, 0 nays, 1 absent. **The motion carried.**

EXECUTIVE DIRECTOR'S REPORT:

Pump Station #7 Upgrades:

PA DEP Permitting – Mr. W. Miller informed the Board that the PA DEP is requiring some additional planning for the Pump Station #7 upgrades, which will require the completion of a Task Activity Report (TAR) and Planning Module Component 3M to basically amend the Act 537 Plan. The Component 3M will address the line segments that were relocated as part of the Weis Market project and address the modifications to the pump station.

Gwin, Dobson & Foreman (GD&F) is going to start working on the additional planning and believes it can be completed within a week. Once completed, it will need advertised with a 30 day public comment period and then it can be submitted to the PA DEP. Mr. W. Miller indicated that GD&F will require an additional \$3,000, outside of the existing lump sum contract for engineering services relating to the project.

Several Board members expressed their disappointment with these costs not being included within the lump sum contract we signed with GD&F for engineering which included permitting. **Mr. McDowell moved, seconded by Mr. Hoffman to authorize payment to Gwin, Dobson & Foreman in the amount of \$3,000 for additional permitting costs as required by the PA DEP for the Pump Station #7 upgrades.** 8 ayes, 0 nays, 1 absent. **The motion carried.**

Rockview Pump Station – Mr. W Miller reported that the new equipment at the Rockview Pump Station has been installed. The Authority personnel did a great job with replacing six (6) pumps, installing new valves and manifold piping.

Due to the upgrading of the pumps, we now have several spare rotator assemblies and face plates that cannot be used anywhere else in our system. Mr. W. Miller has contacted Granville Township Sewer Authority (GTSA) in Lewistown to see if they were interested in the parts before scrapping them and was informed they also upgraded to the Gorman Rupp Super T pumps, but switched back to the Gorman Rupp Classic T pumps because they were dissatisfied with the product. The GTSA has four (4) fairly new Super T pumps available if our Authority would be interested in purchasing them for spares that would match the ones we have recently installed at the Rockview Pump Station. Pete of the GTSA will be back in contact with Mr. W. Miller over the next few weeks to discuss the sale and/or trade of pumps/parts.

OLD BUSINESS:

State Ethics Forms – Mrs. Gill reminded the Board members to submit their State Ethics Forms for the 2015 calendar year if they have not done so.

NEW BUSINESS:

SBWJA Resolution #2016-01 (ICMA Retirement Plan) – Mrs. Gill informed the Board that the IRS is now requiring ICMA plan sponsors using the ICMA-RC 401 plan document to execute a new adoption agreement by April 2016. The Authority staff has been reviewing the agreement to ensure its accuracy and has finalized the document which must be approved in the form of a Resolution. **Mr. Hoffman moved, seconded by Mr. Heny to approve SBWJA Resolution #2016-01 to Amend and Restate the qualified retirement plan in the form of the ICMA Retirement Corporation Governmental Money Purchase Plan & Trust, which is attached and made an official part of these meeting minutes. 8 ayes, 0 nays, 1 absent. The motion carried.**

Village of Nittany Glen Phase III-B.1 Agreement of Dedication – Mrs. Gill informed the Board that we have received all items needed to close out the Village of Nittany Glen Phase III-B.1 project; therefore, she recommended approval of the Agreement of Dedication. **Mr. Hughes moved, seconded by Mr. McMurtrie to approve the Agreement of Dedication for the Village of Nittany Glen Phase III-B.1 Project.** 8 ayes, 0 nays, 1 absent. **The motion carried.**

Escrow Account for the Village of Nittany Glen Phase III-B.1 Maintenance Bond – The Village of Nittany Glen, L.P. has provided a check in the amount of \$4,086.30 representing their maintenance bond for the Village of Nittany Glen Phase III-B.1 project for the 18 month period. A Certificate of Deposit will need opened at Northwest Savings Bank to place those monies in the account until the 18 month bonding period expires. **Mr. McDowell moved, seconded by Mr. Hughes to open a Certificate of Deposit at Northwest Savings Bank for the 18 month maintenance bond for the Village of Nittany Glen Phase III-B.1.** 8 ayes, 0 nays, 1 absent. **The motion carried.**

COMMITTEE REPORTS:

Personnel & Community Relations Committee – Mr. Hoffman indicated that he is researching expanding the employee retirement plan.

Facilities Committee: Mr. Hughes had nothing to report.

Financial Committee: Mr. Onufrak stated that the Centre County Refuse and Recycling Authority has obtained a proposal from Fulton Financial Advisors to manage their retirement plan, which could save the Authority several thousand dollars along with less liability and better service. Mr. Onufrak forwarded the proposal to Mrs. Gill earlier in the day and indicated this Authority may also want to request a proposal from Fulton Financial Advisors.

Mr. T. Miller recessed the Board at 6:52 p.m. to attend the Spring Township Planning Commission Meeting.

Spring Township Planning Commission Meeting – The Board attended the Spring Township Planning Commission meeting where Nittany Engineering & Associates (NEA) was placed on the agenda to present the Bellefonte Borough Authority’s Special Study for proposed upgrades to their Wastewater Treatment Plant. NEA did not have anyone present at the meeting. Mr. W. Miller discussed this Authority’s concerns with the special study. The Spring Township Planning Commission thanked the Authority Board and personnel for attending their meeting and indicated the concerns with the study should also be discussed with the Spring Township Supervisors.

The SBWJA meeting reconvened at the Authority office at 7:22 p.m.

EXECUTIVE SESSION – Mr. T. Miller recessed the Board for an Executive Session at 7:23 p.m. to discuss potential litigation. The meeting reconvened at 8:16 p.m.

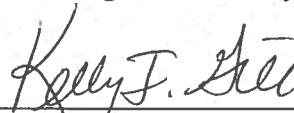
ADJOURNMENT:

Mr. Onufrak moved, seconded by Mr. Hughes to adjourn the meeting at 8:17 p.m. 8 ayes, 0 nays, 1 absent. The motion carried.

Respectfully submitted,



William Hughes, Secretary



Kelly J. Gill, Recording Secretary

CC: Benner Township _____
Spring Township _____
Walker Township _____

**SPRING-BENNER-WALKER JOINT AUTHORITY
RESOLUTION #2016-01**

Plan Number: 10-7837

Name of Employer: Spring Benner Walker Joint Authority **State:** Pennsylvania

Resolution of the above named Employer ("Employer")

WHEREAS, the Employer has employees rendering valuable services; and

WHEREAS, the Employer has established a qualified retirement plan for such employees that serves the interest of the Employer by enabling it to provide reasonable retirement security for its employees, by providing increased flexibility in its personnel management system, and by assisting in the attraction and retention of competent personnel; and

WHEREAS, the Employer has determined that the continuance of the qualified retirement plan will serve these objectives; and

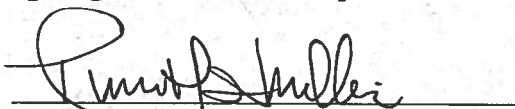
NOW THEREFORE BE IT RESOLVED that the Employer hereby amends and restates the qualified retirement plan (the "Plan") in the form of the ICMA Retirement Corporation Governmental Money Purchase Plan & Trust

BE IT FURTHER RESOLVED that the assets of the Plan shall be held in trust, with the Employer serving as trustee ("Trustee"), for the exclusive benefit of Plan participants and their beneficiaries, and the assets shall not be diverted to any other purpose. The Trustee's beneficial ownership of Plan assets held in VantageTrust shall be held for the further exclusive benefit of the Plan participants and their beneficiaries;

BE IT FURTHER RESOLVED that the Employer hereby agrees to serve as Trustee under the Plan.

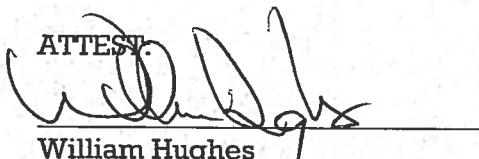
NOW, THEREFORE, BE IT RESOLVED that it was a motion by Mr. Hoffman and a second by Mr. Henry with a unanimous vote to adopt Resolution #2016-01 by the Spring Benner Walker Joint Authority on February 22, 2016.

Spring Benner Walker Joint Authority



Timothy I. Miller
Chairman

ATTEST:



William Hughes
Secretary