

SPRING-BENNER-WALKER JOINT AUTHORITY

REGULAR MEETING

January 28, 2019

ATTENDANCE:

AUTHORITY MEMBERS:

Spring	Joseph Galbraith Gregg Heny Chris McMurtrie Dondi Smeltzer
Benner	Brian Book Dan Hoffman
Walker	Dennis McDowell Joseph Swanderski

GUESTS: John Kostas

EXECUTIVE DIRECTOR: N. Warren Miller

EMPLOYEES: Tasha Dutton

CALL TO ORDER:

The January 28, 2019, 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:

Dondi Smeltzer, Secretary, took Roll Call, recording eight members present. Mr. T. Miller was excused from the meeting. 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 January 14, 2019 meeting minutes as presented. Mr. Book commented on two (2) minor corrections. **Mr. Galbraith moved, seconded by Mr. Swanderski to approve the Minutes of the January 14, 2019 Regular Meeting as amended.** 8 ayes, 0 nays, 1 absent. **The motion carried.**

CORRESPONDENCE:

Centre County Recycling & Refuse Authority – We received a letter from Ted Onufrak, Executive Director of the Centre County Recycling & Refuse Authority (CCRRA), requesting a prompt response explaining our administrative fee policy, breakdown of past invoices and price differences from an invoice dated October of 2016 and November of 2018, which appear to be similar vector truck services. Mr. McDowell stated he reviewed information pertaining to the invoices SBWJA sent CCRRA and has drafted a letter. Mr. McMurtrie asked if the remaining Board will get a chance to review the letter. Mr. McDowell stated the letter would be in the next Board Packet.

Keller Williams Realty – We received a letter from Virginia Frank and Denise Wood of Keller Williams Realty requesting our assistance in securing a right-of-way for sewer service to the vacant lot located between Clemens Lane and Radio Drive off of the Benner Pike in Benner Township. Mr. W. Miller spoke with Mr. Mix and he had indicated he will speak to the property owner's attorneys regarding this matter and will report back to Mr. W. Miller.

FINANCIAL REPORTS:

Treasurer's Report: Mr. Heny reviewed the financial reports for the period ending 12/31/2018. Mr. McDowell asked if there were any questions regarding the Treasurer's Report. **Mr. Smeltzer moved, seconded by Mr. McMurtrie 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 2012-139 – Mr. Heny presented the Board with Revenue Requisition #2012-139 in the amount of \$56,549.15. Mr. McDowell asked if there were any questions regarding the presentation of Revenue Fund Requisition 2012-139. **Mr. Hoffman moved, seconded by Mr. Swanderski to approve Revenue Requisition 2012-139 payable to SBWJA in the amount of \$56,549.15.** 8 ayes, 0 nays, 1 absent. **The motion carried.**

GUESTS:

Storm Water Management Plan/MS4 – Mr. John Kostas stated he is a resident of the Grove Park Development in Benner Township and he was wondering if SBWJA ever managed a Storm Water Management Plan (SWMP) within the community? Mr. McDowell stated SBWJA does not provide this service; however, it may be a service that is offered in the future. Mr. Kostas asked Mr. McDowell if SBWJA anticipates the future being soon or 10 years out. Mr. W. Miller stated it could happen at any time; however, regulations dictate when a SWMP must be established. The current regulations indicate a MS4 Community is based on the density of a municipality's population. Mr. Book indicated SBWJA's Articles of Incorporation list us as a General Purpose Authority, which could allow us to manage anything from a water system to an airport; however, it would need to be approved by our incorporating municipalities to direct the SBWJA involvement for their township. Mr. Kostas then asked if SBWJA would be willing to consider managing storm water for the residents of Benner Township, if it was approved by the Supervisors. Mr. W. Miller indicated storm water management could be approved on an individual township basis if requested. It was noted that Benner Township's current population is too low to be considered an MS4 Community for implementation.

Mr. McDowell then questioned how SBWJA would be reimbursed for this type of service. Mr. Book stated a rate study could be completed to establish a rate and it could be invoiced to the storm water participants or we could impose a surcharge on our sewer rentals. Mr. W. Miller also indicated the Township would have the ability to tax the residents to collect these funds. Mr. Kostas indicated Grove Park Home Owners Association (GPHOA) currently manages the storm water system within the development and he was wondering if SBWJA would complete work to the storm water system for the GPHOA. Mr. W. Miller stated we could complete work for the GPHOA and our current rate schedule would determine the costs.

EXECUTIVE DIRECTOR'S REPORT:

Shiloh Road - The Benner Township Supervisors and the SBWJA will hold a public forum regarding the Shiloh Road sewer extension at the Benner Township Municipal Building on February 18, 2019 at 7:00 P.M. Mr. W. Miller indicated he had drafted an invitation for the residents in the Walnut Grove and Shiloh Road area, which he has sent to the Benner Township Supervisors for review. Once the Supervisors provide their comments, our Authority will hand deliver the notices directly to the properties.

PASEO Training – Mr. W. Miller stated an employee from the maintenance department has approached him regarding an interest in obtaining a Sewage Enforcement Officer (SEO) license. The training will begin in May of 2019 and would cost approximately \$700.00 - \$800.00. Several Board members expressed concerns of paying for employees to obtain licenses and then leaving the Authority for employment elsewhere. There were

multiple Board members that recommended the Authority have Mr. Mix investigate the possibility of creating a contract that would hold the employee responsible for a certain amount of time for reimbursing the Authority for all funds associated with obtaining a license if they choose to leave the Authority for employment at a different facility. Mr. Smeltzer asked if having an additional licensed SEO would be beneficial for our Authority at this time. Mr. W. Miller stated that it would not have a significant impact at this time; however, it would be beneficial if we would be given the opportunity to oversee the Township's Sewage Management Plans. Mr. Book stated it would be a benefit for Act 537 planning because a SEO is permitted to identify failing on-lot septic systems. Mr. Heny asked if it was a requirement to acquire continuing educational credits once you are a licensed SEO. Mr. W. Miller stated that the requirement is 15 credit hours every three (3) years. Mr. Smeltzer asked how often the SEO training is offered. Mr. W. Miller indicated the training is offered periodically. The Board discussed the information and decided to table this matter until there is a need for this particular service.

OLD BUSINESS:

Board Candy – Mr. Smeltzer asked if there was a reason why the Board candy is no longer provided for the meetings. He then asked if our auditor indicated it wasn't allowed. Mr. Smeltzer mentioned some people may like a couple pieces of candy and was wondering if that was okay.

Signature Card Update – Mr. Heny asked if the Authority had to update a Signature Card for financial transactions due to the change in officers. Mr. W. Miller stated that was not necessary.

NEW BUSINESS:

First National Bank Certificate of Deposit – Mr. W. Miller informed the Board that with the interest rates coming back around the Authority staff has been looking into investing its monies to obtain the best possible rate of return. First National Bank (FNB) is currently offering a 90 day Certificate of Deposit special that would earn 2.55%. Mr. W. Miller stated the Authority will be transferring monies from its Public Funds Money Market Account at FNB to open the CD. Mr. Galbraith inquired about the amount of the CD and Mr. W. Miller stated that he and Mrs. Gill discussed the amount several weeks ago, but he couldn't confirm the final amount. The Board will need to execute a signature card to officially open this account. **Mr. Hoffman moved, seconded by Mr. McMurtrie to open a 90 day Certificate of Deposit at First National Bank.** 8 ayes, 0 nays, 1 absent. **The motion carried.** The CD opened at First National Bank was in the amount of \$400,000.00.

COMMITTEE REPORTS:

Committee Appointments – Mr. McDowell indicated he is assigning Mr. Galbraith to Chairman of the Facilities Committee and he is adding Mr. Book to the Facilities Committee as well. The Personnel & Community Relations Committee and Financial Committee will remain the same as 2018.

Attached is a list of Committees & Members for 2019 that is made a part of these official Minutes.

Personnel & Community Relations Committee – Mr. Hoffman had nothing to report.

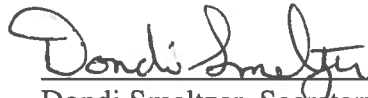
Facilities Committee: Mr. Galbraith had nothing to report.

Financial Committee: Mr. Heny had nothing to report.

ADJOURNMENT:

Mr. Swanderski moved, seconded by Mr. McDowell to adjourn the meeting at 7:34 p.m. 8 ayes, 0 nays, 1 absent. The motion carried.

Respectfully submitted,



Dondi Smeltzer, Secretary



Tasha L. Dutton, Recording Secretary

CC: Benner Township _____
Spring Township _____ > 2/11/19
Walker Township _____ 2/1/19

Spring-Benner-Walker Joint Authority

2019 COMMITTEES & MEMBERS

PERSONNEL & COMMUNITY RELATIONS:

Dan Hoffman, Chairman
Dondi Smeltzer, Member
Joseph Swanderski, Member

FACILITIES:

Joseph Galbraith, Chairman
Brian Book, Member
Dondi Smeltzer, Member

FINANCIAL:

Gregg Heny, Chairman
Timothy Miller, Member
Chris McMurtrie, Member

Dennis McDowell, Chairman of the Board will serve on all committees