

SPRING-BENNER-WALKER JOINT AUTHORITY

REGULAR MEETING

January 8, 2018

ATTENDANCE:

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

GUESTS: John Kostas & William Kalbfleisch

CONSULTING ENGINEER: Andy Johnson, P.E.

CONSULTING SOLICITOR: Robert Mix, Esq.

EXECUTIVE DIRECTOR: N. Warren Miller

EMPLOYEES: Tasha Dutton & Kelly Gill

CALL TO ORDER:

The January 8, 2018, Regular Meeting of the Spring-Benner-Walker Joint Authority was called to order at 7:00 P.M. by Robert A. Mix, Temporary Chairman. Mr. Mix 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 was absent. Mr. Mix, Temporary 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. Mix, Temporary Chairman, led the Board members, Employees and Guests in the Pledge of Allegiance.

ELECTION OF OFFICERS: Mr. Mix indicated that Mr. T. Miller was no longer interested in being the Chairman of the Spring Benner Walker Joint Authority Board; therefore Mr. Mix opened with single nominations. Mr. Mix opened the nominations as follows:

OFFICE OF CHAIRMAN: Mr. T. Miller nominated Mr. Dennis McDowell, as Chairman, Mr. Hoffman seconded the nomination. With no other nominations, Mr. T. Miller moved, seconded by Mr. Hoffman, that nominations for Office of Chairman be closed. 8 ayes, 0 nays, 1 absent. The motion carried. Mr. Mix cast the unanimous ballot electing Mr. Dennis McDowell as Chairman.

OFFICE OF VICE-CHAIRMAN: Mr. McMurtrie nominated Mr. Joseph Galbraith as Vice-Chairman, Mr. Heny seconded the nomination. With no other nominations, Mr. McMurtrie moved, seconded by Mr. Heny, that nominations for Office of Vice-Chairman be closed. 8 ayes, 0 nays, 1 absent. The motion carried.

OFFICE OF SECRETARY: Mr. T. Miller nominated Mr. William Hughes as Secretary, Mr. Heny seconded the nomination. With no other nominations, Mr. T. Miller moved, seconded by Mr. Heny, that nominations for Office of Secretary be closed. 8 ayes, 0 nays, 1 absent. The motion carried.

Assistant Secretary: Mr. Heny nominated Mr. Dondi Smeltzer as Assistant Secretary, Mr. Hoffman seconded the nomination. With no other nominations, Mr. Heny moved, seconded by Mr. Hoffman, that nominations for Assistant Secretary be closed. 8 ayes, 0 nays, 1 absent. The motion carried.

OFFICE OF TREASURER: Mr. T. Miller nominated Mr. Gregg Heny as Treasurer, Mr. Galbraith seconded the nomination. With no other nominations, Mr. T. Miller moved, seconded by Mr. Galbraith, that nominations for Office of Treasurer be closed. 8 ayes, 0 nays, 1 absent. The motion carried.

Assistant Treasurer: Mr. T. Miller nominated Mr. Chris McMurtrie as Assistant Treasurer, Mr. Galbraith seconded the nomination. With no other nominations, Mr. T. Miller moved, seconded by Mr. Galbraith, that nominations for Office of Assistant Treasurer be closed. 8 ayes, 0 nays, 1 absent. The motion carried.

Attached is a list of Officers for 2018 that is made a part of these official Minutes.

Mr. Mix turned the office of Chairman over to Mr. Dennis McDowell.

Retaining Professional Services for 2018 – Mr. McDowell moved, seconded by Mr. McMurtrie to retain Solicitor – Lee, Green & Reiter, Consulting Engineer – Gwin Dobson & Foreman and Accountant – Baker Tilly Virchow Krause, LLP. 8 ayes, 0 nays, 1 absent. The motion carried. .

Mr. Heny asked if the Authority received an updated fee schedule from our professional services to verify their anticipated charges for 2018. Mr. Mix and Mr. Johnson both indicated their fees would not be increasing for 2018.

APPROVAL OF MEETING MINUTES:

Mr. Galbraith moved, seconded by Mr. Hughes to approve the Minutes of the December 11, 2017 Regular Meeting as presented. 8 ayes, 0 nays, 1 absent. The motion carried.

CORRESPONDENCE:

Spring Township - We received correspondence from William MacMath clarifying Spring Township is responsible for the maintenance of the Pleasant Hills storm pipe and that the Pleasant Hills Homeowner's Association is only responsible for the maintenance of the stormwater ponds. Mr. MacMath also requested our Authority's services to clean the storm pipe as soon as practical. Mr. Mix stated that this is the first time he has seen, in writing, that Spring Township is admitting they are responsible for maintaining the Pleasant Hills' storm pipe. Mr. Mix expressed his concern with completing work under the railroad and recommended the Township indemnify our Authority against any problems that may arise with this project. The Board discussed how the Authority could gain access to the storm pipe with minimal restoration to the work site. Mr. Hughes recommended a site visit to help determine what is needed to complete this job; however, a date was not scheduled at this time.

APPROVAL OF PAYMENTS:

Approval of Requisitions:

Revenue Fund Requisition 2012-115 – Mr. McDowell asked if there were any questions regarding the presentation of Revenue Fund Requisition #2012-115. Mr. Hoffman moved, seconded by Mr. T. Miller to approve Revenue Requisition 2012-115 payable to SBWJA in the amount of \$104,490.05. 8 ayes, 0 nays, 1 absent. The motion carried.

Mr. Heny asked why the payment to PA Rural Water Association was only \$5.00 for training. Mrs. Dutton stated the Authority had a credit with PA Rural Water Association that was applied to this training seminar.

GUESTS:

William Kalbfleisch/120 Buttercup Way – Mr. Kalbfleisch presented to the Board a problem he had at his home on 12/28/2017. Mr. Kalbfleisch indicated his basement was flooded with human waste due to his grinder pump failing and he is requesting financial assistance from SBWJA to help pay for his costs associated with the cleanup. Mr. Kalbfleisch stated that he is very diligent about not introducing grease and feminine products into the sewer system; therefore, he feels this problem was not negligence on his part. It was also noted that Mr. Kalbfleisch is concerned with how he can prevent grinder pump issues in the future.

Mr. W. Miller and Mr. Kalbfleisch discussed a timeline of the issues that occurred at the property from 12/25/2017 to 12/28/2017. On 12/25/2017 the grinder alarm sounded at the property and Mr. Kalbfleisch silenced it due to the holidays. Mr. Kalbfleisch left a message on our answering machine on 12/25/2017 at 2:51 P.M., indicating he had a grinder pump alarm at his property and asked that someone contact him. Mr. Kalbfleisch did not call the non-emergency number listed on the answering machine because he noticed it was Christmas Day and he didn't want to bother anyone so he thought it could wait until the next morning. On 12/26/2017 our maintenance department indicated the grinder pump was continually running due to the off float being stuck to the side of the pump because of heavy grease. The floats were cleaned and the grinder pump was tested several times to make sure it was operating properly. It was noted that our maintenance department has been called to this property on several occasions due to heavy grease issues. The electrical breaker inside the home tripped on 12/28/2017; therefore, electricity to the outside breaker was lost, which resulted in the alarm system not sounding and making Mr. Kalbfleisch aware of the grinder pump malfunction. Our maintenance department then discovered that a seal failed and water had leaked into the pump resulting in our Authority replacing the pump on 12/28/2017.

Mr. Hoffman asked Mr. Kalbfleisch how much he was looking at being reimbursed for the cleanup of his basement. Mr. Kalbfleisch stated he has a one accident incident policy of \$10,000.00 with State Farm Insurance Company which has a \$1,000.00 deductible. Mr. McDowell informed Mr. Kalbfleisch that the Board would discuss this matter in Executive Session this evening and would contact him following the determination of the Board.

EXECUTIVE DIRECTOR'S REPORT: Mr. W. Miller had nothing to discuss at this time.

SOLICITOR'S REPORT:

137 Bergamot Way – Mr. Mix informed the Board that he would be discussing the property owner's refusal to pay a bill for multiple grinder pump alarms at 137 Bergamot Way during Executive Session.

ENGINEER'S REPORT:

Chapter 94 Report – Mr. Johnson indicated that he will start working on SBWJA's Chapter 94 Report the end of this month. Mr. Johnson also took a moment to thank the Board for his firm's reappointment.

OLD BUSINESS:

Check Signature Authorization – Mrs. Gill indicated the Authority will need to execute a new resolution to update our check signature card due to the appointment of new officers. Mr. Heny asked if this needed to be completed before the next meeting. Mrs. Gill stated that would not be necessary due to the Board members not changing. Mr. Galbraith recommended the check signature card decision be tabled at this time.

NEW BUSINESS: There was no New Business presented for discussion.

EXECUTIVE SESSION – Mr. McDowell recessed the Board for an Executive Session at 7:34 p.m. to discuss possible litigation. The meeting reconvened at 7:50 p.m.

William Kalbfleisch/120 Buttercup Way – The Board discussed the grinder pump malfunction at 120 Buttercup Way that resulted in a backup in Mr. Kalbfleisch's basement and his request for financial relief. Mr. W. Miller will contact the Authority's insurance company to discuss our policy regarding this type of claim. **Mr. Hughes moved, seconded by Mr. Heny to pay Mr. Kalbfleisch's \$1,000.00 deductible contingent upon proper documentation being provided to the Authority and assuring the Authority's recommended remediations are met by the homeowner.** 8 ayes, 0 nays, 1 absent. **The motion carried.**

137 Bergamot Way – The Board discussed the multiple service calls to 137 Bergamot Way due to grinder pump alarms and the homeowner's refusal to pay for a service call. The Board will hold on making a decision on this matter at this time.

Committee Appointments - Mr. McDowell stated that he would like to recommend that Mr. Smeltzer be added to the Personnel & Community Relations Committee. It was also suggested that Mr. T. Miller and Mr. McMurtrie be added to the Financial Committee. The Board will continue this discussion at a future meeting.

COMMITTEE REPORTS:

Personnel & Community Relations Committee:

Maintenance Supervisor Position – Mr. Hoffman, Mr. McDowell, Mr. W. Miller and Mrs. Gill completed an interview with an individual from Washington, DC on 12/22/2017. Mr. Hoffman indicated he was concerned with some of the answers the individual provided for technical questions regarding pumps and alarms. The Board stated they are interested in the HR Office providing additional candidates to interview for the maintenance supervisor position.

Facilities Committee: Mr. Hughes had nothing to report.

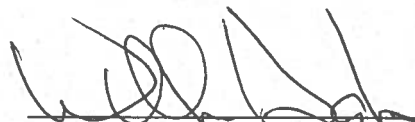
Finance Committee: Mr. Heny had nothing to report.

Thank You - Mr. McDowell read a thank you card forwarded by the Authority's employees for the gift cards and Christmas party the Authority provided for the Holidays.

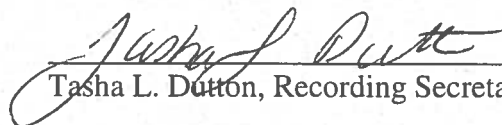
ADJOURNMENT:

Mr. Hughes moved, seconded by Mr. Smeltzer to adjourn the meeting at 8:05 p.m.
8 ayes, 0 nays, 1 absent. **The motion carried.**

Respectfully submitted,



William Hughes, Secretary



Tasha L. Dutton, Recording Secretary

CC: Benner Township _____
Spring Township _____
Walker Township _____

Spring-Benner-Walker Joint Authority

2018 OFFICERS & MEMBERS

OFFICERS:

Dennis McDowell –Chairman
Joseph Galbraith – Vice Chairman
William Hughes –Secretary
Dondi Smeltzer – Assistant Secretary
Gregg Heny – Treasurer
Christie McMurtrie - Assistant Treasurer

MEMBERS:

Dan Hoffman
Timothy Miller
Ted Onufrak