

SPRING-BENNER-WALKER JOINT AUTHORITY

REGULAR MEETING

July 23, 2018

ATTENDANCE:

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

GUESTS: None present

EXECUTIVE DIRECTOR: N. Warren Miller

EMPLOYEES: Will Barton, Kelly Gill & Tasha Dutton

CALL TO ORDER:

The July 23, 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:

Dondi Smeltzer, Assistant Secretary, took Roll Call, recording eight members present. Mr. Hughes 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 July 9, 2018 meeting minutes as presented. Mr. T. Miller indicated the meeting minutes were very well written. Mr. McDowell asked for verification that Mr. Wise indicated the developer is proposing the need for 45 EDUs to Shiloh Road and not 45 rooms. The remaining Board members stated that Mr. Wise indicated 45 EDUs and Mrs. Gill indicated the recording of the meeting confirmed this. **Mr. Galbraith moved, seconded by Mr. Swanderski to approve the Minutes of the July 9, 2018 Regular Meeting as presented. 8 ayes, 0 nays, 1 absent. The motion carried.**

CORRESPONDENCE:

Walker Township Fire Company – We received a request for donation from the Walker Township Fire Company as part of their annual fund drive.

FINANCIAL REPORTS:

Treasurer's Report: Mr. Heny reviewed the financial reports for the period ending 06/30/2018. Mr. McDowell asked if there were any questions regarding the Treasurer's Report or any comments by the Authority staff. Mr. Swanderski questioned the maintenance calibration line item. Mr. W. Miller stated that Rockview and the Authority's meters are calibrated once a year, which reflects the line item being charged once a year.

Mr. T. Miller asked if Bellefonte Borough's bill was reflected in the Treasurer's Report. Mrs. Gill stated that the Borough bill is listed on Revenue Fund Requisition 2012-128 but will not be part of the Treasurer's Report until next month for the period ending 7/31/2018.

Mr. T. Miller also noted that Rockview's income is a lot less than it was one year ago at this time. Mr. T. Miller stated that Rockview's current income is \$848,000.00 and last year it was \$1,155,000.00. Mr. T. Miller asked if this was due to a decrease in flows. Mr. W. Miller stated that this would not be the case because their flows stay fairly consistent. Mrs. Gill and Mr. W. Miller indicated there were a lot of capital improvements in 2017 due to the upgrades to Pump Station #7 (Zion Ridge); therefore, this would likely be the contributing factor to Rockview's lower income. Mr. T. Miller also indicated in the Authority's financial statement, which is how much money we have on hand, reveals an increase of 13.2% from last year. Last year the Authority was at \$4,900,000.00 and this year we are at \$5,600,000.00, which indicates a steady increase of income. With no further questions, **Mr. Swanderski moved, seconded by Mr. T. Miller 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 2012-128 – Mr. Heny presented the Board with Revenue Requisition #2012-128 in the amount of \$634,389.20. Mr. McDowell asked if there were any questions regarding the presentation of Revenue Fund Requisition 2012-128. **Mr. Galbraith moved, seconded by Mr. McMurtrie to approve Revenue Requisition 2012-128 payable to SBWJA in the amount of \$634,389.20.** 8 ayes, 0 nays, 1 absent. **The motion carried.**

GUESTS: There were no Guests present.

EXECUTIVE DIRECTOR'S REPORT:

Centre County Christian Academy Connection –The Centre County Christian Academy (CCCA) at 100 Hertzler Drive, Bellefonte is currently connected to Bellefonte Borough's sewer system. There are vague records that indicate the CCCA should be connected to Spring Benner Walker Joint Authority's sewer system. It was noted that the CCCA was established in 1979, which was approximately the same time our Authority began initial construction of the sewer system and at that time we did not have a sewer mainline in that area. SBWJA's 1978 meeting minutes indicated John Miller, Jr. had provided Walt Peterson with a letter stating Bellefonte Borough would temporarily provide sewer service to the CCCA until our Authority establishes a sewer line in Blanchard Street and at that time they would return the CCCA to SBWJA as a customer.

The homeowners of 525 Blanchard Street contacted our office on July 10, 2018 indicating Tate Paving had prepared their driveway for pavement on July 9, 2018 by raising a manhole located in the middle of their driveway. It was noted a vehicle had pulled into the driveway of 525 Blanchard Street early the morning of July 10th and struck the manhole, which caused the casting to break away from the cone of the manhole, resulting in the homeowners contacting our office to make repairs to the manhole. Our maintenance department made the repairs on July 10, 2018 and at that time it was noted that this manhole was actually the private sewer lateral serving the CCCA. The homeowner indicated there was a right-of-way in the middle of their driveway for CCCA's sewer lateral.

Due to this incident Mr. W. Miller asked the Board if they wish to pursue having the CCCA abandon Bellefonte Borough's sewer mainline and connect to our mainline on Blanchard Street as agreed upon over 40 years ago. Mr. Hoffman asked if Bellefonte Borough is interested in keeping the CCCA as a customer. Mr. W. Miller believes that Bellefonte would like to keep them as a customer. Mr. Hoffman also asked if CCCA was interested in obtaining our services. Mr. W. Miller stated that he is not sure what CCCA wishes to do.

The sewer lateral for the CCCA was installed above our line; therefore, this connection can occur. Mr. W. Miller stated the sewer lateral is approximately 14 feet deep, which would result in SBWJA renting a trackhoe and ditchbox to make the connection. Mr. W. Miller also indicated the sewer lateral is in need of attention and that Bellefonte Borough was made aware of the problems.

The Board discussed this matter and all Board members agreed to allow Bellefonte Borough to continue to service the CCCA.

OLD BUSINESS:

Shiloh Road – Mr. David Wise, Benner Township Supervisor, attended our July 9, 2018 Board meeting to discuss sewer service to the Shiloh Road area within Benner Township. Mr. Wise stated he would provide SBWJA with a letter specifying the developer's expectations along with the Township's concerns with their current Act 537 Plan. Mr. McDowell asked if SBWJA received official correspondence from Benner Township regarding their concerns. Mr. W. Miller stated that we did not receive correspondence from Benner Township. Mr. T. Miller stated that he plans on attending the next Benner Township meeting in two weeks to see what their take is on everything.

Mr. W. Miller discussed the suspected and potential on-lot malfunctions that are referenced in Benner Township's Act 537 Plan that was established in 2003. The Board also discussed the number of EDUs that could be obtained if SBWJA would extend sewer to the Shiloh Road area.

Musser Hill Subdivision – Mr. Smeltzer asked if there will be an access point in the 2" sewer force main that is being installed in the public right-of-way along Weaver Hill Road for the Musser Hill Subdivision. Mr. W. Miller stated that there will be an air release valve installed at the top of the hill because there is typically not an access to a force main. Mr. Smeltzer also questioned the force main location and conveyance process. Mr. W. Miller reminded the Board that this sewer main will be dedicated to SBWJA once completed and the surrounding properties will have the opportunity to connect. Mr. W. Miller stated due to this being a low pressure force main all connections will require a pump system.

NEW BUSINESS:

Stonehenge Subdivision Phase 6 - The maintenance bond for the Stonehenge Subdivision Phase 6 expired on July 20, 2018. The sewer lines have been video inspected by the maintenance department and deemed acceptable; therefore, the Authority is returning monies back to the developer. Mrs. Gill stated she will not have an exact dollar amount to be returned until the signature card is executed tonight and the bank distributes the funds to SBWJA. It was noted that the signature card indicates \$3,900.00; however, there will be interest that has accrued. The total amount to be distributed to the developer, William First, will be indicated on our August 13th Revenue Fund Requisition #2012-129. **Mr. Heny moved, seconded by Mr. Smeltzer to authorize the return of the maintenance bond for the Stonehenge Subdivision Phase 6 project.** 8 ayes, 0 nays, 1 absent. **The motion carried.**

2019 Sewer Rate Increase – Mr. Hoffman indicated the Board had discussed increasing sewer rates for the upcoming year; however, a final decision has not been made to date. The Board discussed the financial burden of Bellefonte Borough's Treatment Plant upgrades and our financial obligations to the Borough; therefore, they feel an increase is needed. Mr. T. Miller mentioned the concern with allowing customers to utilize paying their sewer rentals for the year in advance and our loss of revenue; however, the Board decided to maintain this option for our customers. The Board also discussed the need to send a bill stuffer to our customers informing them of the increase. **Mr. Galbraith moved, seconded by Mr. McMurtrie to increase the sewer rates \$5.00 per quarter per EDU for a total of \$70.00 per quarter per EDU effective with the first quarter billing of 2019. The Authority will inform its' customers of this increase in the form of a bill stuffer and the yearly customer discount will remain in effect.** 8 ayes, 0 nays, 1 absent. **The motion carried.**

COMMITTEE REPORTS:

Personnel & Community Relations Committee –Mr. Hoffman stated that he would like to hold an additional meeting with the Personnel Committee prior to his presentation to the entire Board. The Personnel Committee will meet at the Authority office on July 31, 2018 at 4:00 P.M.

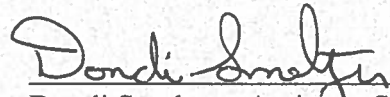
Facilities Committee: Mr. Hughes was absent.

Financial Committee: Mr. Heny had nothing to report.

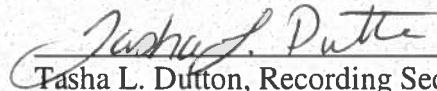
ADJOURNMENT:

Mr. Galbraith moved, seconded by Mr. Heny to adjourn the meeting at 7:54 p.m. 8 ayes, 0 nays, 1 absent. The motion carried.

Respectfully submitted,



Dondi Smeltzer, Assistant Secretary



Tasha L. Dutton, Recording Secretary

CC: Benner Township _____
Spring Township _____
Walker Township _____