

# **SPRING-BENNER-WALKER JOINT AUTHORITY**

## **REGULAR MEETING**

**June 25, 2018**

### **ATTENDANCE:**

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

**GUESTS:** None present

**EXECUTIVE DIRECTOR:** N. Warren Miller

**EMPLOYEES:** Kelly Gill & Tasha Dutton

### **CALL TO ORDER:**

The June 25, 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 June 11, 2018 meeting minutes as presented. **Mr. Galbraith moved, seconded by Mr. Swanderski to approve the Minutes of the June 11, 2018 Regular Meeting as presented.** 9 ayes, 0 nays. **The motion carried.**

**CORRESPONDENCE:**

**Thank You** – The employees received a thank you card from Paula Brackenburg of 214 Jonathan Lane, Bellefonte. Our maintenance department assisted Mrs. Brackenburg with the retrieval of her diamond necklace.

**FINANCIAL REPORTS:**

Treasurer's Report: Mr. Heny reviewed the financial reports for the period ending 05/31/2018. Mr. McDowell asked if there were any questions regarding the Treasurer's Report or any comments by the Authority staff. Mr. McDowell noted the percentages for income and expenses were a little low but equally the same for this time of year. Mrs. Gill indicated the reason for this is due to the budget being over inflated by using cash reserves to fund Bellefonte Borough's project, so once that is backed out we are right in line.

Mr. Smeltzer questioned why the surcharge listed for Pennsylvania State University Airport was so high for this time of year. Mrs. Gill stated that Bellefonte Borough is typically a quarter behind our billing cycle when presenting the invoices to us and the dates of services were from January 1, 2018 to March 31, 2018. Mr. W. Miller also indicated the Airport has a very large underground storage tank, which is used to release small amounts of deicing fluid into the sewer system over a long period of time. Mrs. Gill indicated our Authority includes these surcharges with the quarterly sewer rentals for Pennsylvania State University Airport and the Centre County Correctional Facility; therefore, the Authority is reimbursed for this. 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 2012-126** – Mr. Heny presented the Board with Revenue Requisition #2012-126 in the amount of \$66,006.14. Mr. McDowell asked if there were any questions regarding the presentation of Revenue Fund Requisition 2012-126. **Mr. Hughes moved, seconded by Mr. Hoffman to approve Revenue Requisition 2012-126 payable to SBWJA in the amount of \$66,006.14.** 9 ayes, 0 nays. **The motion carried.**

**GUESTS:** There were no Guests present for the meeting.

**EXECUTIVE DIRECTOR'S REPORT:**

**Storm Damage to Pump Station #7 (Zion Ridge)** – The fence at Pump Station #7 (Zion Ridge) has been repaired. An insurance claim was not submitted for the damage due to the deductible being \$1,000.00 and the actual cost of the repairs being \$1,050.00. Mr. W. Miller stated the Authority may want to investigate increasing our deductible to see if it may lower the yearly insurance premiums due to our history of minimal claims.

**Esri Contract** – Mr. W. Miller informed the Board that the ArcGIS on-line system is now live and he anticipates purchasing the new laptops later this week. Mr. Gilbert from GeoDecisions conducted a small presentation of ArcGIS's capabilities. The ArcGIS has recently been synced with Centre County's maps, which will be helpful when obtaining depths for gravity sewer systems. GeoDecisions has created files that contain our system's as-built drawings; therefore, they will be synced directly into the ArcGIS, which will provide valuable information to the maintenance department. Mr. W. Miller thanked the Board for this upgrade.

**Tax Judicial Sale on June 22, 2018** – The Tax Judicial Sale that was to take place on June 22, 2018 has been postponed until September 19, 2018. Mr. W. Miller reminded the Board that the account balance for 2053 Axemann Road will likely be written off as a bad debt expense. The maintenance department has verified there is no flow entering our system through the sewer lateral at this property.

**OLD BUSINESS:**

**Sewer Rental Rates/2019 Budget** – On an annual basis the office staff at S.B.W.J.A. requires all commercial properties to execute an EDU (equivalent dwelling unit) Assessment Form to determine their quarterly sewer rentals for the following year. The customers will then be provided a letter indicating what their new sewer rentals will be for the next year; therefore, Mr. McDowell suggests the Board decide if a rate increase will take place prior to this process and prior to the tentative 2019 budget being presented in November.

**Pump Station #7 (Zion Ridge) Act 57 Study** – Mr. Smeltzer asked if Mr. Johnson gave a timeframe of when the Act 57 Study will be completed. Mr. W. Miller stated that Mr. Johnson did not indicate a completion date and that he has not been in contact with him.

**NEW BUSINESS:**

**Amberleigh Phase 3 Agreement of Dedication** – Mr. W. Miller informed the Board that we have received all items needed to close out the Amberleigh Phase 3 project; therefore, he recommended approval of the Agreement of Dedication. **Mr. Galbraith moved, seconded by Mr. McMurtrie to approve the Agreement of Dedication for Amberleigh Subdivision, Phase 3.** 9 ayes, 0 nays. **The motion carried.**

**COMMITTEE REPORTS:**

**Personnel & Community Relations Committee** – Mr. Swanderski asked when an Executive Session will be held to discuss personnel issues. Mr. Hoffman stated that he would like to hold an additional meeting with the Personnel Committee prior to an Executive Session with the entire Board. The Personnel Committee will meet at the Authority office on July 10, 2018 at 4:00 P.M.

**Facilities Committee:** Mr. Hughes had nothing to report.

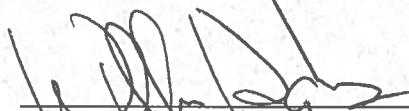
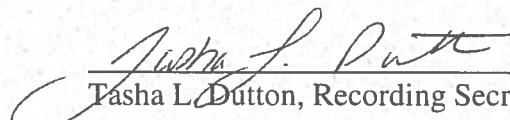
**Financial Committee:** Mr. Heny had nothing to report.

**14<sup>th</sup> Annual Knoebels Picnic** – SBWJA will be holding our 14<sup>th</sup> annual family picnic at Knoebels Amusement Resort on Saturday, August 4, 2018. Mr. McDowell reminded the Board that anyone interested in attending needs to RSVP to the office staff by July 13, 2018 to ensure enough food and tickets will be ordered.

**ADJOURNMENT:**

**Mr. Hughes moved, seconded by Mr. Hoffman to adjourn the meeting at 7:18 p.m.** 9 ayes, 0 nays. **The motion carried.**

Respectfully submitted,

  
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William Hughes, Secretary  
\_\_\_\_\_  
Tasha L. Dutton, Recording Secretary

CC: Benner Township \_\_\_\_\_  
Spring Township \_\_\_\_\_  
Walker Township \_\_\_\_\_

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