

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

## **REGULAR MEETING**

**March 13, 2017**

### **ATTENDANCE:**

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

**GUESTS:** None

**CONSULTING ENGINEER:** Andy Johnson, P.E.

**CONSULTING SOLICITOR:** Robert Mix, Esq.

**EXECUTIVE DIRECTOR:** N. Warren Miller

**EMPLOYEES:** Tasha Dutton and Kelly Gill

### **CALL TO ORDER:**

The March 13, 2017, Regular Meeting of the Spring-Benner-Walker Joint Authority was called to order at 7:00 P.M. by Timothy Miller, Chairman. 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. Hoffman was absent. 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 and Employees in the Pledge of Allegiance.

**APPROVAL OF MEETING MINUTES:**

Mr. T. Miller asked the Board if there were any questions and/or changes to the February 27, 2017 meeting minutes as presented. **Mr. Galbraith moved, seconded by Mr. McMurtrie to approve the Minutes of the February 27, 2017 Regular Meeting as presented.** 8 ayes, 0 nays, 1 absent. **The motion carried.**

**CORRESPONDENCE:**

**Delbert Meeker & Associates** – We received a letter from Jennifer Albright of Delbert Meeker & Associates requesting our Authority complete a PA DEP postcard application to obtain approval for the John A. Spearly, Jr. & David L. Spearly subdivision located along Seibert Road in Benner Township. Our Authority previously provided Mr. Spearly with a letter of intent to provide sewer service to Lot #7 of the proposed subdivision. The Authority does not execute the postcard application; however, it is necessary to have Bellefonte Treatment Plant and Benner Township complete this postcard application. Mr. W. Miller will contact Ms. Albright regarding the correct procedure for completing DEP's postcard application.

**APPROVAL OF PAYMENTS:**

Approval of Requisitions:

**Revenue Fund Requisition 2012-96** – Mr. T. Miller asked if there were any questions regarding the presentation of Revenue Fund Requisition #2012-96. **Mr. McDowell moved, seconded by Mr. Heny to approve Revenue Requisition 2012-96 payable to SBWJA in the amount of \$37,291.09.** 8 ayes, 0 nays, 1 absent. **The motion carried.**

**GUESTS:** There were no Guests present.

**EXECUTIVE DIRECTOR'S REPORT:**

**Pump Station #7 Upgrades** – Mr. W. Miller noted that HRI insulated the interior cores of the block by drilling 5/8" holes into the block and then filling the core of the block with foam. Once the block was filled with foam the holes were sealed shut with Seco Flex. Mr. Johnson stated that he did not agree with HRI's decision to complete this insulation process since it was not specified. Mr. Johnson stated that the spec book indicated the blocks will be foamed if it was shown on the detailed drawings, which it was not. This requirement was noted under the block spec. Mr. W. Miller stated that he was concerned the Seco Flex will shrink and the holes will become more apparent. Mr. Hughes indicated that he has an associate at Penn State University that is very familiar with this manufacturer and that he could give his opinion on the quality of the product. The Authority will obtain a tube of the sealant for further research on the quality of this material.

The air bubbler system at Pump Station #7 was not functioning properly for several weeks and HRI, Inc. was not sure how to correct the problem; therefore, Envirep was asked to troubleshoot the level control problem. Envirep found a condensation trap leaking air and a clog in the air bubbler line. The problems were corrected. This work generated an invoice of \$930.00 that was sent to the Authority; however, Mr. W. Miller and Mr. Johnson made HRI, Inc. aware of the invoice and it was paid by HRI, Inc.

**EXECUTIVE SESSION** – Mr. T. Miller recessed the Board for an Executive Session at 7:10 p.m. to discuss legal and financial issues. The meeting reconvened at 7:36 p.m.

**Retirement Plan** – Mrs. Gill took a moment to review Rick Bair’s written opinion regarding the Board’s liability surrounding the Authority’s ICMA Retirement plan. Mr. Bair concurred with Mr. Mix’s opinion and stated that liability exists under either plan.

Mrs. Gill also mentioned the payment listed on the Revenue Requisition to Travelers for \$658.00, which was for the Authority’s Dishonesty Bond. Mrs. Gill stated that she spoke with an Account Executive, Matthew Bonchack, from the Hartman Agency regarding this policy and found that a Fiduciary option can be added to this Bond that would cover any shortages in our retirement plans. Mrs. Gill submitted an application to the Hartman Agency to obtain a quote for this additional coverage.

It was noted that Fiduciary means any natural person who is a trustee, an officer, an Employee or an administrator of any Employee Benefit Plan; and any person or a member of the board of directors, an officer, an Officer-Shareholder, a member of the board of trustees, an LLC Manager, or an Employee while that person is handling Money, Securities and Other Property that belongs to any Employee Benefit Plan.

Mr. Onufrak suggested the Finance Committee meet once the prices are obtained to discuss the amount of coverage required and the cost associated with it.

**SOLICITOR’S REPORT:** Mr. Mix had nothing further to discuss.

**ENGINEER’ S REPORT:**

**Annual Chapter 94 Report** – Mr. Johnson presented the Board with the annual Chapter 94 Report for 2016 and referenced some key points. In 2016, the peak three-month hydraulic loading to the system was 777,776 gpd, which did not include Rockview. The Authority’s ratio of peak three-month flow to annual average flow for 2016 was 1.02, which is an indication of a tight system with very little inflow and/or infiltration.

The number of EDUs billed by the Authority increased from 6,685 in 2015 to 6,754 in 2016. In 2017, the Authority is projecting the addition of 49 EDUs through developer and/or individual connections to the system.

In 2016, over 203,225 linear feet (38.49 miles) of gravity sewer was inspected and recorded and 195,000 linear feet (36.93 miles) was cleaned.

In 2016, the Authority completed an in-home sewer inspection of 283 properties and approximately 10% of the inspections resulted in problems that were identified and corrected.

Mr. Johnson reviewed Table 5 within the Chapter 94 Report, which outlined the average and peak flows not including Rockview. The annual average not including Rockview was 777,776. The annual average including Rockview was 1,497,634 with a 3-month average peak of 1,540,514 and a 3-month average to average daily flow (ADF) ratio of 1.05.

Mr. T. Miller commended Mr. Johnson and the SBWJA staff on their preparation and explanation of the Chapter 94 Report. **Mr. Heny moved, seconded by Mr. Galbraith to approve the Annual Chapter 94 Report for the 2016 calendar year as presented. 8 ayes, 0 nays, 1 absent. The motion carried.**

**Pump Station #7 Upgrades** – Mr. Johnson stated that Pump Station #7 is now down to a punch list of approximately a dozen items and site restoration that will be completed in the spring. Mr. W. Miller feels it would be beneficial to have the capability of driving around the entire building; therefore, HRI, Inc. will provide the Authority with a quote to pave the entire fenced in area around the pump station.

#### **OLD BUSINESS:**

**2012 Ford F-350** – The 2012 Ford F-350 is currently at Lake Ford due to an EGR valve leaking antifreeze into the exhaust. This small amount of antifreeze would cause the sensors to burn up in the exhaust system and would initiate the decreased speed error. The truck should be repaired and back in service by the end of the week.

**2005 Ford F-550 Dump Truck** – The Authority will be opening bids on March 31, 2017 for the 2005 Ford F-550 truck.

#### **NEW BUSINESS:**

**Rockview Construction Account** – Mr. Smeltzer moved, seconded by Mr. McMurtrie to close the Rockview Construction Account at Jersey Shore State Bank in the amount of \$66,621.00 and to transfer the funds to the Spring Benner Walker Joint Authority Operating Account at Jersey Shore State Bank. 8 ayes, 0 nays, 1 absent. **The motion carried.**

**COMMITTEE REPORTS:**

**Personnel & Community Relations Committee** – Mr. Hoffman was absent.

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

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

**ADJOURNMENT:**

**Mr. Heny moved, seconded by Mr. Hughes to adjourn the meeting at 8:03 p.m. 8 ayes, 0 nays, 1 absent. The motion carried.**

Respectfully submitted,

  
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William Hughes, Secretary  
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Tasha L. Dutton, Recording Secretary

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