

SPRING-BENNER-WALKER JOINT AUTHORITY

REGULAR MEETING

November 13, 2018

ATTENDANCE:

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

GUESTS: None present

CONSULTING ENGINEER: Andy Johnson, P.E.

CONSULTING SOLICITOR: Robert Mix, Esq.

EXECUTIVE DIRECTOR: N. Warren Miller

EMPLOYEES: Kelly Gill & Tasha Dutton

CALL TO ORDER:

The November 13, 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 eight members present. Mr. Smeltzer 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 October 22, 2018 meeting minutes as presented. **Mr. Galbraith moved, seconded by Mr. Hughes to approve the Minutes of the October 22, 2018 Regular Meeting as presented.** 7 ayes, 0 nays, 1 abstention, 1 absent. Mr. Swanderski abstained from the motion due to not attending the October 22, 2018 meeting. **The motion carried.**

CORRESPONDENCE:

Penn Terra Engineering, Inc. - We received a letter from Tony Fruchtl of Penn Terra Engineering requesting a letter of intent to provide sewer service for Rutter's Store #87 located within Benner Township. Mr. Fruchtl was provided with a letter of intent for 5.08 EDUs for the project. The engineers are currently reviewing connection options, which consist of a pressurized system and/or gravity service. Mr. Swanderski asked who would be financially responsible for the pumps if the developer selected the pressurized system. Mr. W. Miller indicated the developer would be obligated to purchase and maintain the pumps due to it not being our responsibility until the sewer reaches the public right-of-way.

Penn Terra Engineering, Inc. - We received an email from Roxanne Corson of Penn Terra Engineering requesting a letter of intent to provide sewer service for Homeland Manufacturing located at Lot 9R in the Benner Commerce Park, Benner Township. Mr. Sepp was provided with a letter of intent for 3.72 EDUs for the project.

APPROVAL OF PAYMENTS:

Approval of Requisitions:

Revenue Fund Requisition 2012-135- Mr. Heny presented the Board with Revenue Requisition #2012-135 in the amount of \$1,041,231.34. Mr. McDowell asked if there were any questions regarding the presentation of Revenue Fund Requisition 2012-135. Mr. Galbraith asked if the Authority receives itemized bills from Bellefonte Borough. Mrs. Gill stated the Borough provides her with an itemized bill which includes copies of invoices. **Mr. Swanderski moved, seconded by Mr. McMurtrie to approve Revenue Requisition 2012-135 payable to SBWJA in the amount of \$1,041.231.34.** 8 ayes, 0 nays, 1 absent. **The motion carried.**

GUESTS: There were no Guests present for the meeting.

SYSTEM OVERVIEW REPORT:

October 2018 System Overview – Mr. W. Miller reviewed the October 2018 System Overview with the Board.

Mr. W. Miller stated there were 51 in-home inspections completed in the month of October. The number of in-home inspections increased due to notices being sent to the Authority's customers in the Fifth Avenue, Fifth Alley and Pleasant View areas. The maintenance department identified an HVAC connected to the sanitary sewer along with several properties having broken sewer pipes. Mr. W. Miller indicated some of the repairs were the Authority's responsibility. The maintenance department completed nine (9) new sewer lateral inspections and our office staff received nine (9) sewer permit applications that totaled 33.34 EDUs and issued the permits.

The maintenance department completed routine cleaning of the wet wells at our pump stations, which are completed on a quarterly basis. The reduced pressure zone backflow preventers have been installed at Pump Station #9 (Penn Eagle) and Pump Station #16 (Benner Commerce) which are in buildings and Pump Station #15 (Sunnyside) and Pump Station #17 (Mews) had dual check backflow preventers installed in pits. This is due to Bellefonte Borough's new backflow prevention plan they implemented. Mr. W. Miller informed the Board that all four (4) of the backflow preventers were inspected and the cost associated with this is included on our Revenue Fund Requisition 2012-135. There were also several 6" X 4" reducers that required excavation and repair. An exhaust fan was replaced at Pump Station #8 (Zion Stover).

Our personnel completed vac, video and jetting work in the Fifth Avenue area. The maintenance staff also completed 6.27 miles of video work to identify infiltration and inflow in October.

There were multiple tasks performed for Benner Township Water Authority, which included straightening of curb boxes and flushing fire hydrants and blow offs to keep the water fresh in the lines. We finalized the wiring of the generator at the Grove Park Well House and completed leak detection in the Grove Park development. Mr. W. Miller stated that he was very proud of our maintenance crew for finding a leak due to the difficulty of this process.

We continued inspecting the sewer mainline installation that will serve Dunkin' Donuts and had a few callouts on the system that comprised of pump fails, grinder alarms and high alarms. Mr. W. Miller ended the report stating a total of 79 PA One Calls were located in October.

Mr. Heny asked if there were recent conversations with Spring Township regarding the Pleasant Hills Storm Drain being cleaned. Mr. W. Miller stated that he spoke with Gary Royer from Spring Township regarding this matter several months ago and he had indicated the pipe had been flushed out significantly during the heavy rains we've experienced over the summer months.

EXECUTIVE DIRECTOR'S REPORT:

Shiloh Road – Mr. W. Miller informed the Board that he has been working closely with Andy Johnson since the October 22, 2018 meeting to determine the most feasible method for providing public sewer to the Shiloh Road area. The sudden move to investigate the extension of sewer service was due to a Developer approaching the Authority for sewer service. During this process Benner Township's Chairman, Randy Moyer, requested Mr. W. Miller attend the Supervisor's November 5, 2018 meeting to discuss Shiloh Road; therefore, Mr. W. Miller was unable to inform our Board of this progress until now. Mr. T. Miller and Mr. Hughes also attended the Benner Township meeting with Mr. W. Miller. Mr. W. Miller apologized for addressing Benner Township prior to discussion with the Board.

Mr. Johnson informed the Board of two (2) options that could be considered for extending sewer service to the Shiloh Road interchange. The total amount of gravity line to be installed would be approximately 18,000 feet and 12,000 feet of force main. It was noted that some of the footages for Walnut Grove were calculated based on Benner Township's Act 537 plan from 2003. Mr. Johnson also provided a cost per foot to excavate, install pipe and complete restoration. These costs were based on similar projects that Mr. Johnson was involved in from 2017 and 2018. The pressurized lines would be approximately \$100.00 per foot and the gravity \$60.00 per foot. There will be two (2) pump stations built at an estimate of \$500,000.00 per pump station. The engineering costs would be 12% of the project; therefore, the total estimate for this extension would be approximately \$3.5 million.

Mr. Johnson stated the proposed routes would have a few challenges that may involve boring 100 feet under Spring Creek and one of the pump stations may need to be elevated due to it being in a floodplain; however, these tasks are typical when developing new sewer mains.

Mr. Galbraith asked how many homes may be involved with this extension. Mr. Johnson and Mr. W. Miller stated approximately 75 homes with 27% of them having suspected or potential failures due to their on-lot systems being constructed prior to 1972.

The Board expressed their concerns with the Authority spending an extensive amount of money on planning this extension with the possibility of Benner Township Supervisors revising their Act 537 Plan to appoint the University Area Joint Authority as the provider of sewer service to Shiloh Road. Mrs. Gill and Mr. W. Miller spoke with David Payne from PNC Capital Markets regarding different payment scenarios, which they discussed with the Board. Mr. Mix asked if Benner Township would need to revise their Act 537 Plan if the Authority would proceed with this sewer extension. Mr. W. Miller stated they would not be required to make any changes; however, we would have to provide current private well samples and information on the existing on-lot systems.

It was noted that Mr. W. Miller provided the future Developer with the option of taking on the financial responsibility of extending sewer to the Shiloh Road area, which would entitle them to reimbursement through Act 57 from other property owners that wish to connect to the sewer main they constructed. Mr. W. Miller indicated the other option would consist of our Authority implementing a Special District Tap Fee to recoup monies on any portion of the extension completed by our Authority.

Several Board members recommended meeting with all three (3) Benner Township Supervisors to discuss this matter due to the uncertainty of the Supervisor's plans. The Board decided to table this discussion until the November 28, 2018 meeting. Mr. W. Miller agreed and stated we will plan this meeting if the Developer does move forward.

Sonetics Headsets - Mr. Swanderski stated that Penn State University Physical Plant will be purchasing the Sonetics Headsets and if our maintenance staff wanted to test them, they are more than welcome to do so. Mr. W. Miller stated the staff really liked the functions of the headsets while operating the Vactor truck. The headsets cost approximately \$5,000.00 to \$7,000.00, which Mr. W. Miller may consider purchasing in 2019.

SOLICITOR'S REPORT: Mr. Mix had nothing to report.

ENGINEER'S REPORT: Mr. Johnson had nothing further to report.

OLD BUSINESS:

Christmas Party – The Spring Benner Walker Joint Authority Christmas Party will be held at the Pleasant Gap Legion on Thursday, December 13, 2018. The festivities will begin at 5:00 P.M. Mr. Heny suggested the Authority invite the Supervisors from all three (3) Townships to the party. Mrs. Dutton will reach out to the Supervisors with an RSVP date.

NEW BUSINESS:

2011 Ford F-250 Bid Results – The Authority opened the bids for the 2011 Ford F-250 Truck on November 13, 2018 at 3:05 P.M. The results were as follows:

Chuck Kreger, 125 October Lane, Centre Hall	\$11,601.00
Bellefonte Area School District, 318 N. Allegheny Street, Bellefonte	\$15,111.51
Mark Shawley, 176 Shawley Lane, Bellefonte	\$15,200.00

The Board reviewed the bid tabulation for the 2011 Ford F-250 Truck. Mr. McDowell stated the highest bidder was Mark Shawley at \$15,200.00. **Mr. Hughes moved, seconded by Mr. Hoffman to award the bid of the 2011 Ford F-250 Truck to Mark Shawley, 176 Shawley Lane, Bellefonte in the amount of \$15,200.00.** 8 ayes, 0 nays, 1 absent. **The motion carried.**

2019 Tentative Budget - Mr. McDowell referenced the 2019 Tentative Budget that was provided for the Board's review. Mr. T. Miller asked if we had to utilize our #52501 - System Reserves with the current budget. Mrs. Gill stated that we have not utilized the System Reserves at this time. Mr. T. Miller then asked if we anticipate using System Reserves. Mrs. Gill stated the Authority may need to utilize some of the funds. Mr. T. Miller commented on the excellent financial planning of the Authority staff. **Mr. T. Miller moved, seconded by Mr. Hughes to approve the 2019 Tentative Budget in the amount of \$5,761,300.00.** 8 ayes, 0 nays, 1 absent. **The motion carried.**

#50901 In-Home Inspection Fee Income – Mr. Hoffman asked what the \$50.00 listed under the Budget Vs. Actual thru 10/31/2018, Account #50901 In-Home Inspection Fee Income is for. Mrs. Gill stated that a realtor did not show for a scheduled in-home inspection; therefore, the realtor was charged a no-show fee of \$50.00.

COMMITTEE REPORTS:

Personnel & Community Relations Committee – Mr. Hoffman stated he provided the Board with several Cost of Living Adjustments (COLA) options at the October 22, 2018 meeting; however, the Board decided to postpone on making a decision until all members were present. Mr. T. Miller and Mr. McDowell stated that they did not want to delay this matter any longer; therefore, they suggested a decision be made at this meeting. **Mr. Hoffman moved, seconded by Mr. T. Miller to approve a 2.8% Cost of Living Adjustment for all employees effective January 1, 2019.** 7 ayes, 1 nay, 1 absent. **The motion carried.** Mr. Galbraith voted against the motion.

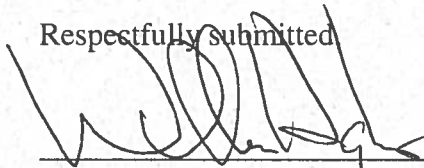
Facilities Committee: Mr. Hughes had nothing to report.

Financial Committee: Mr. Heny had nothing to report.

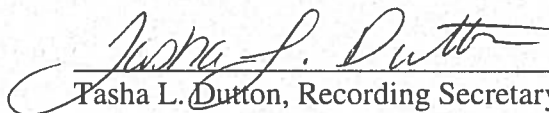
ADJOURNMENT:

Mr. Hughes moved, seconded by Mr. Hoffman to adjourn the meeting at 8:24 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 _____