

SPRING-BENNER-WALKER JOINT AUTHORITY

REGULAR MEETING

December 13, 2021

ATTENDANCE:

AUTHORITY MEMBERS:

Spring	Joseph Galbraith Christie McMurtrie
Benner	Dan Hoffman Willis Houser, Jr.
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: Will Barton, Tasha Dutton & Kelly Gill

CALL TO ORDER:

The December 13, 2021, 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 purposes.

ROLL CALL:

Joseph Swanderski, Secretary, took Roll Call, recording six members present. Mr. Book, Mr. Dashner and Mr. Kuzemchak were 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 November 22, 2021 meeting minutes as presented. **Mr. Galbraith moved, seconded by Mr. Houser to approve the Minutes of the November 22, 2021 Regular Meeting as presented. 6 ayes, 0 nays, 3 absent. The motion carried.**

CORRESPONDENCE: There was no Correspondence presented for discussion.

FINANCIAL REPORTS:

Treasurer's Report: Mr. McMurtrie reviewed the financial reports for the period ending 11/30/2021. Mr. McDowell asked if there were any questions regarding the Treasurer's Report. **Mr. Galbraith moved, seconded by Mr. Swanderski to approve the Treasurer's Report as presented. 6 ayes, 0 nays, 3 absent. The motion carried.**

APPROVAL OF PAYMENTS:

Approval of Requisitions:

Revenue Fund Requisition 2020-41 – Mr. McMurtrie presented the Board with Revenue Requisition #2020-41 in the amount of \$84,567.83. Mr. McDowell asked if there were any questions regarding the presentation of Revenue Fund Requisition #2020-41. Mr. Galbraith referenced the payment of \$3,228.65 to Keystone Engineering Group and asked who they were. Mr. Miller indicated our radio telemetry system, SCADA, is serviced by Keystone Engineering Group. Mr. Miller provided the Board with a breakdown of the invoice we received from Keystone Engineering Group. Mr. Galbraith also questioned how many more invoices will be generated for the engineering work associated with the Shiloh Road Area Sewer Extension. Mr. Miller stated that Gwin Dobson & Foreman is currently working on the final design of the project. Mr. Miller added that upon completion of the final design Gwin Dobson & Foreman will begin to obtain permits for completion of the project from various agencies. **Mr. Hoffman moved, seconded by Mr. McDowell to approve Revenue Requisition 2020-41 payable to SBWJA in the amount of \$84,567.83. 6 ayes, 0 nays, 3 absent. The motion carried.**

GUESTS: There were no Guests present for the meeting.

SYSTEM OVERVIEW REPORT:

Will Barton, Maintenance Crew Leader, provided an overview of the work completed on the sanitary sewer system for the month of November 2021.

In-Home Inspections - There were 32 in-home inspections completed in the month of November. Mr. Barton stated there were two (2) violations identified during the in-home inspection process. One of the properties had two (2) cleanouts, concealed with steel plates and pavement, that were missing caps and collars, which were allowing rainwater to enter our system. The seller purchased materials from our office and the violations were corrected.

Sewer Permits and/or Lateral Inspections - Our maintenance department completed eight (8) sewer lateral inspections. The office staff received 24 new sewer permit applications in the amount of 24.24 EDUs for the month of November.

System Maintenance – Several employees attended a preconstruction meeting at the Benner Pike Shopping Center to discuss our requirements. This work is to begin early next year. The maintenance staff continues to complete the upgrades to Pump Station #10 (Valley View). Mr. Barton indicated the fence was installed at Pump Station #10 (Valley View) today and the staff will be building a roof over the control panel in the very near future. The remainder of the work at Pump Station #10 (Valley View) will take place in the spring.

We assisted in finding the cause of a grinder tank running continuously for 10 weeks straight at 135 Creekside Lane. Mr. Barton indicated the “off” float was stuck against the lower guide rail bracket, which would not allow the grinder to shut off.

The maintenance department videoed two (2) sewer laterals in Pleasant Gap to verify there were no issues due to settling in their yards. This work was completed at the resident’s request and there were no issues noted with the sewer lateral.

The homeowner of 177 Meadow Lane requested we cut their 4” cleanout flush with the ground because they repetitively hit it with their lawn mower. We lowered the cleanout and the homeowner was invoiced for the work.

A drum of waste oil was collected from Walker Township, we inspected the grease trap at the Oaks in Pleasant Gap, changed the oil in several of our service trucks, repaired a push camera and pulled several pumps throughout the system.

Our staff completed vac work at Pump Station #7 (Zion Ridge). Mr. Barton also indicated Gorman Rupp and Envirep completed their work on the aeration system at Pump Station #7 (Zion Ridge) and everything is up and running.

We cleaned the check valves and exercised valves at all of our pump stations. A representative from Keystone Engineering, Floyd, and Mr. Barton installed a relay to the control cabinet at Pump Station #15 (Sunnyside) to allow a power fail alarm to work properly with SCADA.

We repaved around a manhole, PG-205, that had excessive settling on Centre Hall Mountain and there was concrete curbing installed at the Zion Road Meter Pit to assist in diverting stormwater from the meter pit.

Mr. Barton stated that he and Ms. Cain have been updating our electronic mapping. It was noted that many outstanding items with the electronic mapping cannot be addressed until the Authority purchases a global positioning system (GPS).

Video Truck – Our personnel completed 2,561 feet of video inspection work. There was video work completed at the Village of Nittany Glen and Steeplechase Phase 7, due to the Developer's maintenance bonds expiring in December of 2021. We also videoed the new sewer mainline that was installed at Deerhaven Phase 2B.

Vector Truck - We removed debris from the sewer mainline at Deerhaven Phase 2B due to concrete being introduced into the mainline at the time Hawbaker's constructed the flow line. Our staff also assisted Hawbaker's in removing an 8" test ball from the mainline at Deerhaven Phase 2B. Mr. Barton stated that we also performed routine maintenance at the Centre County Prison, which they were invoiced for. There was a total of 1,924 feet of sewer line jetted in the month of November.

Sewer Extensions – We reviewed, redlined and approved the construction drawings for Belle Rose Townhomes and the Benner Pike Shopping Center. Our staff continues sewer mainline inspections at Steeplechase Townhomes II, which should be completed this week and several employees have redlined construction drawings for the Shiloh Road Area Sewer Extension. We completed sewer mainline flushing, video inspection and mandrel testing at Deerhaven Phase 2B. It was also noted that we completed air testing at Logan Greene.

Call Outs/ PA One Calls – There were five (5) callouts for the month of November. Our staff was called out to Pump Station #6 (Rockview) due to a pump #1, #2 and #3 failure, which was due to a locked-up rotator in one (1) of the pumps. The other four (4) callouts were for the bubbler system that controls the level readout on the screen for the wet well at Pump Station #7 (Zion Ridge). Mr. Barton reported a total of 65 PA One Calls being located in November.

Benner Township Water Authority – The monthly analytical testing was performed and we read meters. A small water leak was located at the Benner Township building and has been repaired. Our staff replaced a check valve in the chlorine feed pump at the Hampton Hills well house. We obtained a final water reading at 341 Millgate Road and installed a water meter at 364 Meadow Flower Circle. There were five (5) PA One Calls located in November on the water system.

Deerhaven Phase 2B – Mr. Swanderski asked if Glenn O. Hawbaker's will pay for our services that were performed at Deerhaven Phase 2B. Mr. Barton stated that Hawbaker's were invoiced for our services.

In-Home Inspection Violation – Mr. Swanderski asked if the Authority was still on round one (1) of having all the in-home inspections completed on the system. It was noted that the Authority has completed round one (1) of the in-home inspection process. Mr. Miller indicated an in-home inspection was previously completed at the property mentioned earlier in Mr. Barton's report; however, the violation was missed due to the cleanouts being concealed with steel and pavement. Mr. Miller reminded the Board that an in-home inspection must be completed prior to any property changing ownership on our system.

Benner Township Water Authority/Analytical Testing – Mr. Swanderski asked what tests are completed for the Benner Township Water Authority. Mr. Barton stated that the chlorine and poly orthophosphate residuals are checked. Mr. Swanderski also questioned if other tests are sent out to laboratories. Mr. Barton indicated we collect samples on a monthly basis for bacteria and collect samples for nitrates and nitrites on a quarterly basis. Mr. Miller also indicated we test for about 93 contaminants based on PA DEP's/US EPA's requirements.

Vector Truck Contents – Mr. Swanderski asked where we dump the contents that are in the vac truck after a job. Mr. Barton stated the vac truck is dumped at the Bellefonte Borough Wastewater Treatment Plant. Mr. Swanderski then proceeded to ask if Bellefonte Borough invoices us for this service. Mr. Miller informed the Board that the Authority is not invoiced for this.

Pump Station #10 Upgrades – Mr. Houser asked Mr. Barton if he intends on installing some type of erosion control at Pump Station #10 (Valley View) for the winter. Mr. Barton stated that straw will be installed within the next couple of days.

Executive Director's Report:

2021 Employee Benefits Sheet – Mr. Miller indicated the 2021 employee benefits sheet was distributed to each employee last week. The employee benefits sheet reflects each employee's salary and all benefits provided to them.

20 Year Rate Study Projection - The Board was provided a copy of the 20 year projection Rate Study that Rettew Associates created for the Authority. Mr. Miller took a few moments to explain the study and reminded everyone that the Shiloh Road Area Sewer Extension, purchase of a parcel of land and a new building for the Authority is not included in the calculations. It was noted that the Rate Study projected the purchase of 300,000 gallons of capacity, from Bellefonte Borough, in 2024. Mr. Miller explained the Rate Study projected increasing sewer rental by \$5.00 per quarter per EDU in 2024, \$10.00 per quarter per EDU in 2028 and \$10.00 per quarter per EDU in 2032; however, he feels raising sewer rentals by \$5.00 in 2022 will assist in collecting funds for our reserves. Mr. Galbraith expressed his concerns with the decrease in the Authority's future reserves due to the current growth throughout the system. Mr. Miller stated that new connections were based on 83 EDUs per year and that the number of EDUs billed for our current commercial customers may decrease due to employees working from home, which will affect income. Mr. Miller also explained the inflation projections for the expenses to operate our system. Mr. Swanderski reminded the Board that they have to keep in mind that our system should still be in good shape in the future due to the routine maintenance. Mr. Miller commented that he is very proud of the employee's dedication to maintaining the sewer system. It was noted there are a lot of variables included in calculating the Rate Study at a 20 year projection.

EXECUTIVE SESSION – Mr. McDowell recessed the Board for an Executive Session at 7:41 p.m. to discuss litigation. The meeting reconvened at 7:45 p.m.

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

ENGINEER'S REPORT:

SBWJA Rules & Regulations – Mr. Johnson indicated that Gwin, Dobson and Foreman has provided revised specifications involving manholes and riser rings for approval this evening. Mr. Miller indicated all text and drawings in our specifications that reflect the use of concrete rings will be deleted and replaced with rubber riser rings. **Mr. Hoffman moved, seconded by Mr. McMurtrie to approve the revisions to SBWJA's specifications as presented and made a part of these official meeting Minutes. 6 ayes, 0 nays, 3 absent. The motion carried.**

Shiloh Road Area Sewer Extension – Mr. McDowell asked how the final design process was progressing for the Shiloh Road Area Sewer Extension. Mr. Johnson stated that he will be meeting with Mr. Miller on December 17, 2021 to review the Authority's redlines for the construction drawings and then the revisions will be executed. Gwin Dobson and Foreman will design the pump stations and once this is completed, they will begin obtaining permits. Mr. Miller reminded the Board that the permit process may be lengthy due to the various comments raised by a few residents affected by this project.

OLD BUSINESS:

2022 Budget – Mr. McDowell asked if there were any questions concerning the 2022 Budget as presented.

#87300 (Capital Improvements) - Mr. Swanderski wanted to verify the recommendations for capital improvements in the amount of \$265,000.00 were included in the 2022 Budget for approval. Mrs. Gill and Mr. Miller stated that the \$265,000.00 in capital improvements are listed under line item #87300 (Capital Improvements).

#65101 (Hourly/Salary Wages) – Mr. Swanderski also asked if all the employee raises were included in the 2022 Budget as presented. Mr. Miller stated that all employee raises are included in line item #65101 (Hourly/Salary Wages). Mr. Swanderski asked if the Board had to vote on the Executive Director's raise before the budget is approved. Mr. McDowell stated this could be discussed at a later time. Mr. Miller indicated there is some overage in this line item because there may be a need for an additional employee, later in the year, to assist in raising manholes on Spring Creek Road and Paradise Road due to the PennDOT resurfacing job and new development construction inspection work occurring during this time.

The Board had no further comments regarding the 2022 Budget. **Mr. Hoffman moved, seconded by Mr. McDowell to adopt the 2022 Budget in the amount of \$3,722,500.00 as presented. 6 ayes, 0 nays, 3 absent. The motion carried.**

NEW BUSINESS:

Questions for Executive Director - Mr. Hoffman asked that a new category be added to the agenda. The category could be placed under new business and would give Board members the opportunity to ask Mr. Miller questions pertaining to the operation and maintenance of the Authority. Mr. Miller stated that it would be helpful if the Board members would drop him an email with any questions they may have, prior to the meeting, therefore, he would be able to gather all required information for the meeting and provide a more complete response.

Benner Township Water Authority – Mr. McDowell informed the Board that the Benner Township Water Authority has approached him requesting a meeting be scheduled in 2022 to discuss our Authority's work on their system. Mr. McDowell stated he was not sure why they were requesting a meeting. Mr. Miller believes they just want to open a line of communication and want to express their appreciation of SBWJA's assistance. Mr. McDowell will contact Mr. Mix to determine what type of meeting should be scheduled and if it will need to be advertised.

EXECUTIVE SESSION – Mr. McDowell recessed the Board for an Executive Session at 8:09 p.m. to discuss personnel. The meeting reconvened at 8:20 p.m.

COMMITTEE REPORTS:

Personnel & Community Relations Committee: Mr. Hoffman moved, seconded by Mr. Swanderski to approve a \$2,500.00 raise for 2022 for the Executive Director. 6 ayes, 0 nays, 3 absent. **The motion carried.**


Facilities Committee: Mr. Book and Mr. Dashner were absent from the meeting. Mr. Houser had nothing to report.

Financial Committee: Mr. McMurtrie had nothing to report.

ADJOURNMENT:

Mr. Houser moved, seconded by Mr. Swanderski to adjourn the meeting at 8:22 p.m. 6 ayes, 0 nays, 3 absent. **The motion carried.**

Respectfully submitted,



Joseph Swanderski, Secretary



Casha L. Dutton, Recording Secretary

CC: Benner Township _____
Spring Township _____
Walker Township _____

TO BE INSERTED INTO

SECTION 02605 – MANHOLES

2.03 RUBBER EXTENSION RINGS

- A. Rubber extension rings shall be manufactured from a composite of recycled rubber, nylon fiber and polyurethane prepolymer.
- B. Material density shall be a minimum of 64.2 lbs/cubic foot.
- C. Standard thicknesses shall range from ½" to 3".
- D. Bolt holes shall be provided in select bolt hole patterns.
- E. Manufacturer's polyurethane joint sealer/adhesive shall be used between each layer.
- F. Rubber extension ring shall be Infra-Riser as manufactured by EJ Corporation (800-626-4653) or approved equal.

TO BE INSERTED INTO

SECTION 02605 – MANHOLES

3.04 MANHOLE FRAMES AND COVERS

- A. Set manhole frame to proper elevation and to cross section slope where required., Bring mortar up over frame if exposed above finished grade.
- B. Where adjustment is required [maximum one (1) foot], use rubber grade rings. Set in two (2) strips of preformed plastic sealing compound, taking care to align bolt holes. Use two strips of plastic sealing compound between frame and top rubber ring. Approved sealant must be used between each rubber ring. Recheck elevation due to possible sealant compression.
- C. When using rubber rings for adjustment a maximum of four (4) inches in new construction may be used.
- D. Tighten down manhole frame using bolts long enough to reach insert in cone or flat top section.
- E. Refer to Standard Drawing No. 6.
- F. Contractor shall be responsible to see that all such items as mentioned under this Section are adjusted to the new paving elevation to provide a smooth even transition from pavement to manhole cover.

TO BE INSERTED INTO

SECTION 11306 – PACKAGE PUMPING STATIONS

2.03 WET WELL AND VALVE PIT ENCLOSURES

B. Wet well interior coating system.

1. All concrete wet wells shall have a coating system applied to the interior of the structure.
2. The coating system shall be a 100% solids, two-component high build epoxy designed to be applied to concrete structures.
3. Surface preparation shall include pressure washing at a minimum of 3500 psi and the surface must be completely dry prior to application.
4. The two-component product shall be accurately measured to obtain proper mix ratio and thoroughly mixed.
5. The final coating thickness shall be 80-100 mils. If additional coats are required, they must be applied within 12 hours. Product temperature range must be between 80 – 85 deg F during application. Application temperature range shall be between 40 – 100 deg F.
6. Curing time for product shall be 18 – 20 hours at 70 deg F. Curing times at other temperatures shall be in accordance with manufacturer's requirements.
7. Coating system shall be manufactured by Parson Environmental and shall be Parsonpoxy SEL-80 or approved equal.
8. All manufacturer's requirements shall be strictly adhered to.

December 13, 2021

ADJUST TO FINISHED GRADE WITH APPROVED RUBBER EXTENSION RINGS, MAXIMUM 12". UTILIZE ADHESIVE BETWEEN EXTENSION RINGS. INSTALL RAM-NEK PLASTIC GASKET BETWEEN BOTTOM RING AND PRECAST TOP SECTION AND BETWEEN TOP RING AND MANHOLE FRAME.

JOINTS SEALED WATERTIGHT WITH DOUBLE RAM-NEK PLASTIC GASKETS

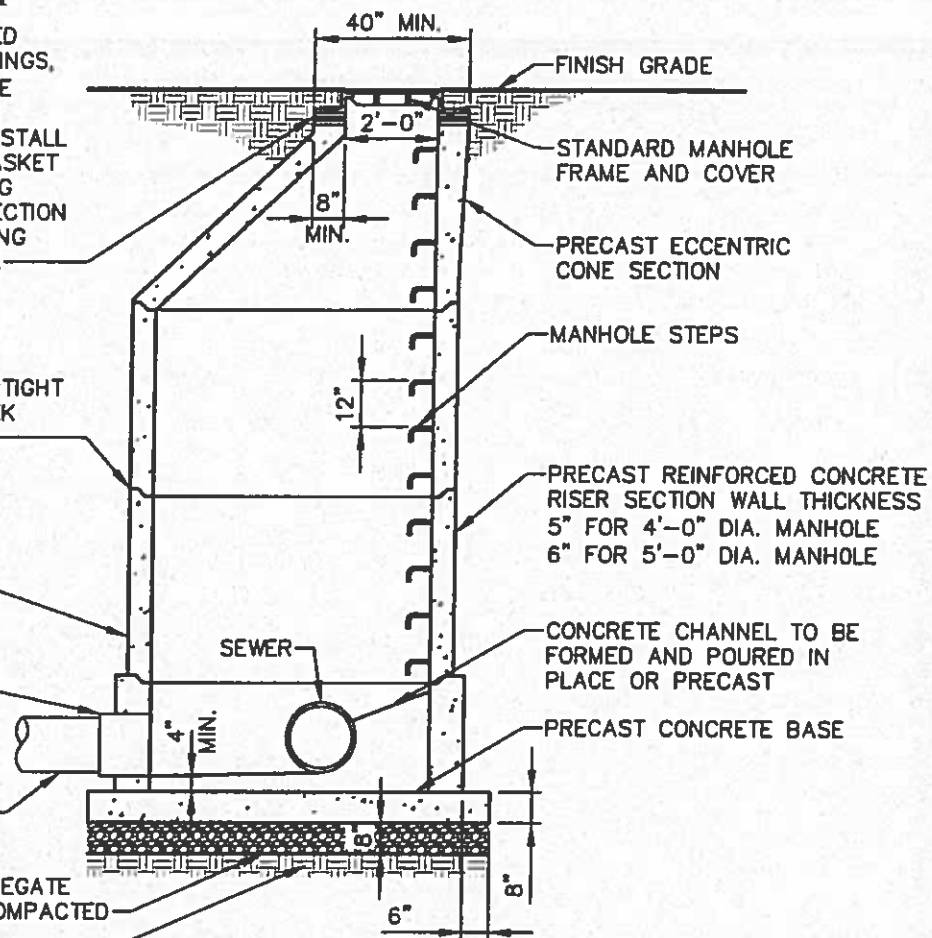
PRECAST CONCRETE RISER SECTION

CAST-IN-PLACE FLEXIBLE SLEEVE OR GASKET

SEWER AS PER PLAN

CRUSHED AGGREGATE STONE WELL COMPACTED

UNDISTURBED EARTH



SANITARY SEWER MANHOLE

NOT TO SCALE

NOTES:

1. SEE SECTION 02605 OF THE SPECIFICATIONS.
2. MANHOLES SHALL CONFORM TO ASTM C-478.
3. THE ENTIRE OUTER SURFACE OF THE MANHOLE SHALL BE COATED WITH 3 COATS BITUMASTIC.
4. MANHOLE FRAME AND COVER SHALL CONFORM TO SECTION 02605.
5. WATERTIGHT COVERS SHALL BE USED IF REQUIRED.
6. MANHOLE SECTION HEIGHTS SHALL BE APPROVED BY AUTHORITY.

MANHOLE

SPRING - BENNER - WALKER
JOINT AUTHORITY

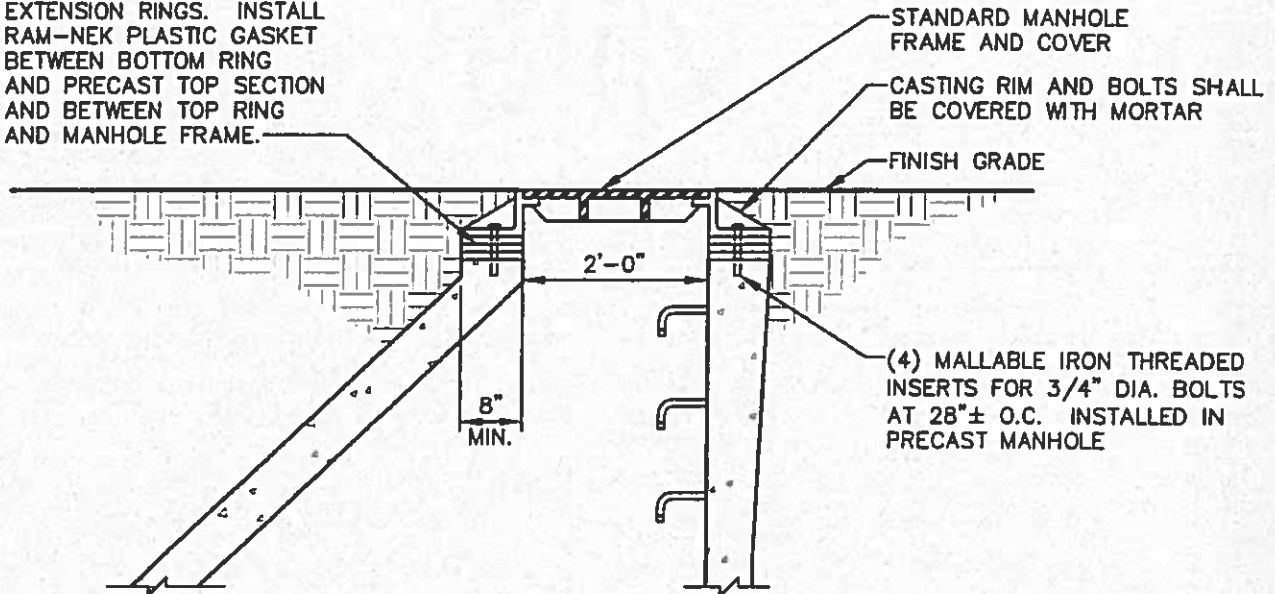
DATE
11/5/21

SCALE
NTS

PROJECT

SHEET
2

ADJUST TO FINISHED GRADE WITH APPROVED RUBBER EXTENSION RINGS, MAXIMUM 12". UTILIZE ADHESIVE BETWEEN EXTENSION RINGS. INSTALL RAM-NEK PLASTIC GASKET BETWEEN BOTTOM RING AND PRECAST TOP SECTION AND BETWEEN TOP RING AND MANHOLE FRAME.



MANHOLE FRAME ADJUSTMENT
 NOT TO SCALE

MANHOLE FRAME ADJUSTMENT

SPRING - BENNER - WALKER
 JOINT AUTHORITY

DATE 11/5/21
SCALE NTS
PROJECT
SHEET 7

December 13, 2021

GRADE WITH APPROVED RUBBER EXTENSION RINGS, MAXIMUM 12". UTILIZE ADHESIVE BETWEEN EXTENSION RINGS. INSTALL RAM-NEK PLASTIC GASKET BETWEEN BOTTOM RING AND PRECAST TOP SECTION AND BETWEEN TOP RING AND MANHOLE FRAME.

STEP HANDGRAB

SEE DETAIL "C"

JOINTS SEALED WATERTIGHT WITH DOUBLE RAM-NEK PLASTIC GASKETS

PRECAST CONCRETE RISER SECTION

CAST-IN-PLACE FLEXIBLE SLEEVE OR GASKET

SEWER AS PER PLAN

CRUSHED AGGREGATE STONE WELL COMPACTED

2'-0"

STANDARD MANHOLE FRAME AND COVER

FINISH GRADE

6'-0"

GRATING HANGER HOOK

1/2" DEPTH
6" MINIMUM

4'-3"

GRATING PLATFORM

2'-6"

A

MANHOLE STEPS

PRECAST REINFORCED CONCRETE RISER SECTION WALL THICKNESS 6" FOR 6'-0" DIA. MANHOLE

1/2" DEPTH

12"

CONCRETE CHANNEL TO BE FORMED AND POURED IN PLACE OR PRECAST

SEWER

PRECAST CONCRETE BASE

4" MIN.

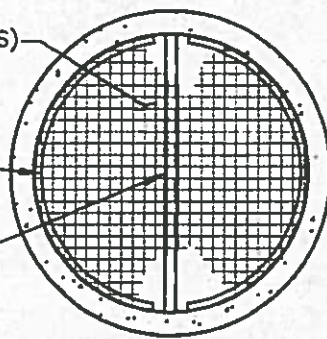
UNDISTURBED EARTH

TYPICAL MANHOLE WITH PLATFORM

1 1/2" ALUMINUM GRATING (2-PIECES)

ALUMINUM L2"x2"x1/4"

ALUMINUM L3"x3"x5/16"



SECTION "A"

GRATING PLATFORM PLAN

NOT TO SCALE

1 1/2" ALUMINUM GRATING

1/4"x3"x8" ALUMINUM PLATE, SLOTS FOR 5/8" ANCHOR BOLTS

ALUMINUM L3"x3"x5/16", SHOP WELD TO 1/4" PLATE



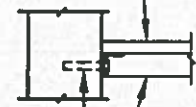
DETAIL "B"

NOT TO SCALE

1 1/2" ALUMINUM GRATING

ALUMINUM L2"x2"x1/4"

5/8" STAINLESS STEEL BOLTS AT 12" CC



DETAIL "C"

NOT TO SCALE

DEEP MANHOLE WITH PLATFORM (OVER 15 FEET)

SPRING - BENNER - WALKER JOINT AUTHORITY

DATE 10/19/21

SCALE NTS

PROJECT

SHEET 26