

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

## **REGULAR MEETING**

**January 23, 2023**

### **ATTENDANCE:**

|                           |               |  |
|---------------------------|---------------|--|
| <b>AUTHORITY MEMBERS:</b> | <b>Spring</b> | Joseph Galbraith<br>Richard Kuzemchak<br>Rodney Maney<br>Chris McMurtrie |
|                           | <b>Benner</b> | Brian Book<br>Vacancy  |
|                           | <b>Walker</b> | Dennis McDowell<br>Vacancy   |

**GUESTS:** None present

**EXECUTIVE DIRECTOR:** N. Warren Miller

**EMPLOYEES:** Will Barton & Kelly Gill

### **CALL TO ORDER:**

The January 23, 2023, 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:**

Rodney Maney, Assistant Secretary, took Roll Call, recording six members present. Mr. Houser was excused from the meeting. It was noted that there are currently two vacancies on the Authority Board with one being in Benner Township and the other being in Walker Township. 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 January 9, 2023 meeting minutes as presented. **Mr. Maney moved, seconded by Mr. McMurtrie to approve the Minutes of the January 9, 2023 Regular Meeting as presented.** 6 ayes, 0 nays, 1 absent, 2 vacancies. **The motion carried.**

**CORRESPONDENCE:**

**Bierly Gerber Associates** – We received a letter from Marsha Bierly, Business Manager of Bierly Gerber Associates indicating their property located at 720 West Water Street, Bellefonte was destroyed by fire on December 30, 2022. Ms. Bierly is requesting the Authority grant its Personal Hardship Policy for the property. **Mr. McDowell moved, seconded by Mr. Book to grant Bierly Gerber Associates the Personal Hardship User Fee Structure for up to six months for their property located at 720 West Water Street, Bellefonte.** 6 ayes, 0 nays, 1 absent, 2 vacancies. **The motion carried.**

**FINANCIAL REPORTS:**

**Treasurer's Report:** Mr. McMurtrie reviewed the financial reports for the period ending 12/31/2022. Mr. McDowell asked if there were any questions regarding the Treasurer's Report. **Mr. Book moved, seconded by Mr. Kuzemchak to approve the Treasurer's Report as presented.** 6 ayes, 0 nays, 1 absent, 2 vacancies. **The motion carried.**

**APPROVAL OF PAYMENTS:**

Approval of Requisitions:

**Revenue Fund Requisition 2020-66**– Mr. McMurtrie presented the Board with Revenue Requisition #2020-66 in the amount of \$68,309.41. Mr. McDowell asked if there were any questions regarding the presentation of Revenue Fund Requisition 2020-66. **Mr. Book moved, seconded by Mr. Kuzemchak to approve Revenue Requisition 2020-66 payable to SBWJA in the amount of \$68,309.41.** 6 ayes, 0 nays, 1 absent, 2 vacancies. **The motion carried.**

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

**RECAP OF SYSTEM OVERVIEW REPORT (2022):**

Will Barton, Maintenance Crew Leader, provided a recap of the work completed on the sanitary sewer system for 2022.

**PA One Calls** – We responded to 1,027 PA One Calls for SBWJA and 33 for the Benner Township Water Authority in 2022.

**In-Home Inspections** – There were 316 in-home inspections completed in 2022.

**Sewer Lateral/Water Service Line Inspections** – We completed 136 sewer lateral inspections and one (1) water service line inspection in 2022.

**Callouts** – The maintenance department responded to 35 callouts for SBWJA and 3 for the Benner Township Water Authority in 2022.

**Sewer Permits** – A total of 113 sewer permits were purchased in 2022 for a total of 119.82 EDUs.

**Developments added in 2022** – Mr. Barton indicated five (5) new developments were added to the sewer system in 2022. These included Logan Greene Phase 1A (Sections 3&4), Benner Pike Shopping Center, Harvest Meadows Phase 1 (Section 1), Village of Nittany Glen Phase 6 and LSC RP, LLC (Fishburn Hill Road Extension). Of those five projects, our Authority invoiced for 820.25 manhours of inspection services.

**Video Truck/Vactor Truck Footages** - The maintenance staff cleaned 19,122 feet of sewer mainline and video inspected 24,439 feet of mainline in 2022.

**2022 Maintenance Projects** – Mr. Barton indicated that a major project completed in 2022 included the upgrades to Pump Station #12 (Airport).

Mr. McDowell asked if there were any questions of Mr. Barton. Mr. McDowell thanked Mr. Barton for his report/discussion.

#### **EXECUTIVE DIRECTOR'S REPORT:**

**Moment of Silence** – Mr. Miller requested a moment of silence be held in honor of Dan Hoffman who recently passed away. Mr. Miller stated that Mr. Hoffman was a friend who he met over 35 years ago and indicated he will truly be missed.

**SBWJA Rate Comparison** – Mr. Miller informed the Board that it was recently brought to his attention of the rates being paid for sewer service by customers of the surrounding area. When comparing those rates to customers of SBWJA, our customers are saving on average \$260+ per year/per household, which equates to approximately \$1.9 million/year system wide.

**Shiloh Road Sewer Extension Project** - Mr. Miller provided an update on the final design of the Shiloh Road Sewer Extension Project. He recently met with Gwin, Dobson & Foreman (GD&F) to finalize the final design of the pump stations and the electrical. Discussion has been held about the extension to the PA Game Commission's property and their requirements associated with the project.

**Walker Township Act 537 Plan** – Mr. Galbraith asked if there have been any updates on Walker Township's Act 537 Plan. Mr. Miller stated there has been no further discussion with the Walker Township Supervisors; however, he has obtained a copy of East Nittany Valley Joint Municipal Authority's Act 537 Plan for review. Mr. Miller stated the next step would involve meeting with GD&F to familiarize them with the scope so they can finalize a price for completion of the plan. The information contained in the updated Walker Township Act 537 Plan will allow the Supervisors to determine if and where public sewer will be extended within Walker Township.

#### **OLD BUSINESS:**

**Overview of Services Provided to Benner Township Water Authority (BTWA)** - The Authority Board was provided with a detailed description of the maintenance labor (hours) provided and equipment used/billed to the Benner Township Water Authority for the 4<sup>th</sup> quarter of 2022. Mr. McDowell asked if there were any questions regarding the information provided.

Mr. Miller informed the Board that the overall time tracking for 2022 indicated approximately 5% of the entire maintenance department's time was spent working on the BTWA's system in 2022. This was the same in 2021. Mr. Miller stated that over \$48,000 was collected from the BTWA in 2022, which would pay for one employee's wages for 2022.

#### **NEW BUSINESS:**

**Opening of Account at Kish Bank** – Several meetings ago Mr. Miller informed the Board that the Authority staff was looking into options for investments with interest rates rising. After looking into several banking institutions, Mrs. Gill reported that Kish Bank has the best interest rate with a Municipal Advantage Money Market Account. An initial deposit of \$50,000 is required to open the account. Mrs. Gill stated the intention is to move a majority of the monies in the Authority's Money Market account with First National Bank to Kish Bank. Mr. Galbraith asked how many bank accounts this would give the Authority. Mrs. Gill stated twelve, including the accounts associated with our 2020 bond issue. **Mr. Book moved, seconded by Mr. McMurtrie to open a Municipal Advantage Money Market Account with Kish Bank.** 6 ayes, 0 nays, 1 absent, 2 vacancies. **The motion carried.**

**Passing of Board Member** - Mr. McDowell indicated he was very saddened when he was made aware of the passing of Dan Hoffman. He spent time with Mr. Hoffman and his family at church. Mr. McDowell informed the Board that a service will be held for Mr. Hoffman at the Faith United Methodist Church on Saturday, January 28, 2023 from 10:00 a.m. to 12:00 p.m. if anyone would like to attend.

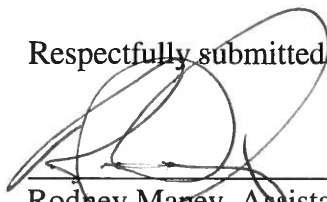
**QUESTIONS FOR THE EXECUTIVE DIRECTOR:** There were no questions asked of the Executive Director.

**COMMITTEE REPORTS:** Mr. McDowell indicated he will wait until the Board vacancies are filled before finalizing the committee appointments.

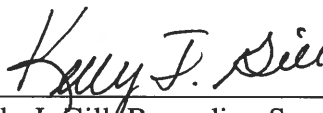
**ADJOURNMENT:**

**Mr. Maney moved, seconded by Mr. McMurtrie to adjourn the meeting at 7:41 p.m.** 6 ayes, 0 nays, 1 absent, 2 vacancies. **The motion carried.**

Respectfully submitted,



Rodney Maney, Assistant Secretary



Kelly J. Gill, Recording Secretary

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