

SPRING-BENNER-WALKER JOINT AUTHORITY

REGULAR MEETING

January 24, 2022

ATTENDANCE:

| | | |
|---------------------------|---------------|---|
| AUTHORITY MEMBERS: | Spring | Joseph Galbraith Richard Kuzemchak Christie McMurtrie |
| | Benner | Brian Book Dan Hoffman |
| | Walker | Dennis McDowell Joseph Swanderski |

GUESTS: None present

EXECUTIVE DIRECTOR: N. Warren Miller

EMPLOYEES: Will Barton and Kelly Gill

CALL TO ORDER:

The January 24, 2022, 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 seven members present. Mr. Dashner and Mr. Houser 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 January 10, 2022 meeting minutes as presented. **Mr. Galbraith moved, seconded by Mr. Hoffman to approve the Minutes of the January 10, 2022 Regular Meeting as presented. 7 ayes, 0 nays, 2 absent. The motion carried.**

CORRESPONDENCE:

Toby E. Dashner – We received a copy of Toby E. Dashner’s letter of resignation from the Authority Board effective immediately. The resignation was presented to the Board at the Regular Board Meeting of the Spring Benner Walker Joint Authority on January 10, 2022.

FINANCIAL REPORTS:

Treasurer’s Report: Mr. McMurtrie reviewed the financial reports for the period ending 12/31/2021. Mr. McDowell asked if there were any questions regarding the Treasurer’s Report. Mr. Swanderski referenced expense account # 79601 (Contracted Services) and asked what was included within this line item. Mr. Miller explained that this expense account represents contracts we have with vendors in providing a service to our Authority. This would include our contracts with Geo Decisions for system mapping, Muni-Link for billing software, Keystone Engineering for the Authority’s radio telemetry/SCADA and RBA for cybersecurity—to name a few. Mr. Swanderski also inquired about expense account # 72912 (Environmental/Community) and wanted to know what was included within this line item. Mr. Miller stated this account was created years ago and is used for the employee picnic, gift certificates and Christmas party. Mrs. Gill stated it was also meant for donations to local non-profits such as the Clearwater Conservancy, Spring Creek Watershed Commission, etc.

Mrs. Gill provided an overview of the Budget vs. Actual Report for the 2021 calendar year and indicated that this Authority had an exceptional year financially. **Mr. Book moved, seconded by Mr. Swanderski to approve the Treasurer’s Report as presented. 7 ayes, 0 nays, 2 absent. The motion carried.**

APPROVAL OF PAYMENTS:

Approval of Requisitions:

Revenue Fund Requisition 2020-43 – Mr. McMurtrie presented the Board with Revenue Requisition #2020-43 in the amount of \$53,829.90. Mr. McDowell asked if there were any questions regarding the presentation of Revenue Fund Requisition 2020-43. Mr. Book referenced the payments to Gwin, Dobson & Foreman Engineers for the Shiloh Road extension (including litigation) and wanted to know if we were still within the budget of their original contract. Mr. Miller stated we are still within the original contract, but these added expenses associated with litigation and changes to final design could add additional costs to the contracted price of \$355,000. Mr. Book asked where we were year to date with the contract. Mrs. Gill stated that to date we have spent \$173,659.42 of the \$355,000.

With no further questions, **Mr. Swanderski moved, seconded by Mr. Book to approve Revenue Requisition 2020-43 payable to SBWJA in the amount of \$53,829.90. 7 ayes, 0 nays, 2 absent. The motion carried.**

GUESTS: There were no Guests present for the meeting.

RECAP OF SYSTEM OVERVIEW REPORT (2021):

Will Barton, Maintenance Crew Leader, provided a recap of the work completed on the sanitary sewer system for 2021.

PA One Calls – We responded to 1,379 PA One Calls for SBWJA and 76 for the Benner Township Water Authority in 2021.

In-Home Inspections – There were 329 in-home inspections completed in 2021.

Sewer Lateral/Water Service Line Inspections – We completed 96 sewer lateral inspection and one (1) water service line inspection in 2021.

Callouts – The maintenance department responded to over 60 callouts.

Sewer Permits – A total of 104 sewer permits were purchased in 2021 for a total of 110.67 EDUs.

Developments added in 2021 – Mr. Barton indicated four (4) new developments were added to the sewer system in 2021. These included Logan Greene Phase 1A (Sections 1,2,3), Deerhaven Phase 2B, Steeplechase Townhomes II and the Village of Nittany Glen Phase IV. Of those four projects, our Authority invoiced for 1,192.25 manhours of inspection services.

Video Truck/Vactor Truck Footages - The maintenance staff cleaned 45,576 feet of sewer mainline and video inspected 51,820 feet of mainline in 2021.

2021 Maintenance Projects – Mr. Barton indicated that some of the major projects completed in 2021 were:

- Pump Station #10 (Valley View) Upgrade
- Pump Station #11 (Jenny Gap) Upgrade
- Pump Station #18 (Village of Nittany Glen) Construction
- Hampton Hills Water Tank Rebuild
- Bathroom/Locker Room Remodels at the Office

Mr. Book asked if this was something that could be typed up and added to the board packet. Mrs. Gill stated the document is currently typed by office staff and could easily be added to the board meeting packet.

Mr. Book then asked Mr. Barton what was next on the list of main projects. Mr. Barton stated that one of his main goals for 2022 would be to jet/video the mainlines that are attributed to the Logan Branch interceptor. It's the area that we have the most infiltration and inflow (I&I) and he would like to reduce the flow. The other project would be completing the upgrades to Pump Station #12 (Airport). Mr. Book thanked Mr. Barton for his report/discussion.

EXECUTIVE DIRECTOR'S REPORT:

Shiloh Road Area Sewer Extension - Following the last meeting, Mr. Miller contacted the PA DEP to discuss the alterations being considered as part of the final design process for the Shiloh Road area sewer extension that relate to the proposed pump stations. The PA DEP indicated that they see no issues with what our Authority is considering as it relates to possibly eliminating one minor duplex pump station and installing suction lift pumps at the two main pump stations, especially since Pennvest or governmental funding is not being considered. Mr. Book asked if that could be followed up in writing. Mr. Miller stated yes, he will email PA DEP about the telephone conversation.

Mr. Miller indicated that Gwin, Dobson & Foreman (GD&F) have provided an electronic version of the final design of the project that was shown to the Board members during the meeting. Mr. Miller provided an overview of the project and answered any questions posed by the Board members.

Discussion was held about the timeline associated with making a decision on whether or not the Authority wants to install suction lift pumps at the two main pump stations for the project. Mr. Miller stated a decision will need made within the next few months.

OLD BUSINESS: There was no Old Business presented for discussion.

NEW BUSINESS:

Fee Schedule – Mr. Miller indicated it has been three years since the fee schedule was last updated and modifications were being recommended by the Authority staff due to rising costs. Mr. Miller provided an overview of the changes being recommended. **Mr. Hoffman moved, seconded by Mr. Book to approve the amended Fee Schedule as presented and made a part of these official meeting minutes. 7 ayes, 0 nays, 2 absent. The motion carried.**

Sewer Extension Agreement Benner Pike Shopping Center (13.44 EDUs) - Mr. Miller indicated the developer for the Benner Pike Shopping Center is ready to proceed with a mainline sewer extension. Mr. Book moved, seconded by Mr. McMurtrie to approve the Sewer Extension Agreement for the Benner Pike Shopping Center in the amount of 13.44 EDUs. 7 ayes, 0 nays, 2 absent. The motion carried.

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

COMMITTEE REPORTS:

Personnel & Community Relations Committee: Mr. Hoffman had nothing to report.

Facilities Committee:

SBWJA New Facility –Mr. Houser was absent from the meeting and Mr. Book stated he had nothing further to report. Mr. Miller stated that he doesn't believe accessing this property through the Centre County Fire Training Center facility's gate is an option. Mr. Book stated that he looked at the property and agrees with Mr. Miller's statement. Mr. Miller informed the Board that he contacted Spring Township to see how far away from the 90° turn on North Harrison Road that we needed to be to install a driveway. Spring Township's zoning officer stated he would need to defer this question to their engineer. To date we haven't received a response. Mr. Miller indicated that in order to access this property from North Harrison Road, an easement would need obtained from the neighboring property which is owned by SAC Corporation (Millipore Sigma, formerly Supelco).

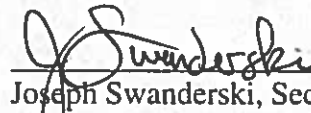
Spring Township Board Vacancy – Mr. Book inquired about whether or not Mr. Dashner will be staying on the Authority Board until a replacement has been appointed by the Spring Township Supervisors. Mrs. Gill stated that Mrs. Dutton contacted Mr. Dashner last week to inquire about whether or not he was staying on the Board and he stated yes, until a replacement is found. Mr. Galbraith stated he has been told that the Spring Township Supervisors have a replacement for Mr. Dashner.

Financial Committee: Mr. McMurtrie had nothing to report.

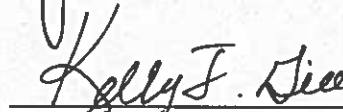
ADJOURNMENT:

Mr. Book moved, seconded by Mr. Hoffman to adjourn the meeting at 8:22 p.m. 7 ayes, 0 nays, 2 absent. The motion carried.

Respectfully submitted,



Joseph Swanderski, Secretary



Kelly J. Gill, Recording Secretary

CC: Benner Township _____
Spring Township _____
Walker Township _____

Fee Schedule for
Spring-Benner-Walker Joint Authority
Effective 01/24/2022

| <u>Classification</u> | <u>Hourly Rate</u> |
|-----------------------------------|--------------------|
| Vactor Truck | \$ 230.00 |
| Video Truck | \$ 210.00 |
| Executive Director | \$ 100.00 |
| Maintenance Laborer | \$ 60.00 |
| Office Staff | \$ 45.00 |
| Video Camera | \$ 75.00 |
| Backhoe | \$ 65.00 |
| Manhole Vacuum Test (per manhole) | \$ 45.00 |
| Sewer Cleaner (tow behind) | \$ 100.00 |
| Gorman Rupp Pump (4") | \$ 50.00 |
| Utility Truck | \$ 50.00 |
| Mack Dump Truck | \$ 65.00 |
| T-Tag Dump Truck | \$ 55.00 |
| Pipe Laser (Per Day Rental) | \$ 125.00 |
| Gas Detector Equipment | \$ 30.00 |
| Air Compressor | \$ 40.00 |
| Generator | \$ 40.00 |
| Pressure Washer | \$ 40.00 |
| Jack Hammer | \$ 25.00 |
| Tamper | \$ 25.00 |
| Asphalt Saw | \$ 25.00 |
| Trash Pump | \$ 25.00 |