

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

## **REGULAR MEETING**

**January 25, 2021**

### **ATTENDANCE:**

<b>AUTHORITY MEMBERS:</b>	<b>Spring</b>	Toby Dashner Chris McMurtrie
	<b>Benner</b>	Brian Book Dan Hoffman Willis Houser, Jr.
	<b>Walker</b>	Dennis McDowell Joseph Swanderski

**GUESTS:** None present

**EXECUTIVE DIRECTOR:** N. Warren Miller

**EMPLOYEES:** Will Barton, Tasha Dutton and Kelly Gill

### **CALL TO ORDER:**

The January 25, 2021, Regular Meeting of the Spring-Benner-Walker Joint Authority was called to order at 7:00 P.M. by Dennis McDowell, Chairman. This meeting was conducted through a video conferencing service, Zoom, due to the COVID-19 pandemic in our area. Mr. McDowell thanked everyone for attending and stated that the meeting would be recorded for transcription purposes.

### **ROLL CALL:**

Mr. Swanderski, Secretary, took Roll Call, recording seven members present. Mr. Heny and Mr. Galbraith 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.

**APPROVAL OF MEETING MINUTES:**

Mr. McDowell asked the Board if there were any questions and/or changes to the January 11, 2021 meeting minutes as presented. **Mr. Swanderski moved, seconded by Mr. McMurtrie to approve the Minutes of the January 11, 2021 Regular Meeting as presented. 7 ayes, 0 nays, 2 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 12/31/2020. Mr. McDowell asked if there were any questions regarding the Treasurer's Report. Mr. McDowell indicated the Authority had a good year with total income representing 109.13% of the budgeted amount and expenses totaling 84.25% of the budgeted amount. **Mr. Book moved, seconded by Mr. Dashner 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 2020-20** – Mr. McMurtrie presented the Board with Revenue Requisition #2020-20 in the amount of \$56,727.09. Mr. McDowell asked if there were any questions regarding the presentation of Revenue Fund Requisition 2020-20. **Mr. Book moved, seconded by Mr. Houser to approve Revenue Requisition 2020-20 payable to SBWJA in the amount of \$56,727.09. 7 ayes, 0 nays, 2 absent. The motion carried.**

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

**EXECUTIVE DIRECTOR'S REPORT:**

**Act 537 Plan Special Study** – Mr. Miller delivered the re-adopted Act 537 Plan Special Study to the PA DEP on January 12, 2021. A few technical deficiencies have been corrected and the PA DEP is currently in the process of reviewing the Special Study.

**Credit Card Payments** – The Authority has recently began accepting credit cards as a form of payment for sewer bills. The transaction fee (flat rate of \$2.00 up to \$300 transaction) is absorbed by the customer making the payment. Mr. Miller informed the Board that a kiosk will be set up at the office entrance for customers who wish to pay their sewer bill by credit card when visiting the Authority office.

**New SBWJA Facility** – The Authority has located a potential tract of land for a new facility that is centrally located within our system and is available for purchase. Numerous discussions have been held with Spring Township to ensure the zoning for this property will permit construction of our governmental facilities. Mr. Miller stated that he recently received written confirmation from Spring Township's zoning officer indicating that after conferring with the Township solicitor, they have determined the zoning of this property will allow us to build/construct our office/garage buildings. The Authority's facilities committee would like to schedule a walk-through of the property before making an official offer of purchase and provided some available dates. Mr. Miller stated he will contact the seller's realtor to schedule the walk through and will coordinate the meeting with the facilities committee through email.

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

**NEW BUSINESS:** There was no New Business presented for discussion.

**Committee Appointments** – Mr. McDowell stated he would like to maintain the same committee appointments as 2020 unless someone is requesting to be moved to another committee. There were no requests made for a transfer to another committee.

**Attached is a list of Committees & Members for 2021 that is made a part of these official Minutes.**

**COMMITTEE REPORTS:**

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

**Facilities Committee:** Mr. Book had nothing further to report.


**Financial Committee:** Mr. Heny was absent from the meeting. Mr. McMurtrie had nothing to report.

**ADJOURNMENT:**

**Mr. Dashner moved, seconded by Mr. Swanderski to adjourn the meeting at 7:25 p.m. 7 ayes, 0 nays, 2 absent. The motion carried.**

Respectfully submitted,

  
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Joseph Swanderski, Secretary

  
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Kelly J. Gill, Recording Secretary

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

**Spring-Benner-Walker  
Joint Authority**

**2021 COMMITTEES & MEMBERS**

**PERSONNEL & COMMUNITY RELATIONS:**

Dan Hoffman, Chairman  
Joseph Swanderski, Member

**FACILITIES:**

Brian Book, Chairman  
Toby Dashner, Member  
Willis Houser, Jr., Member

**FINANCIAL:**

Gregg Heny, Chairman  
Joseph Galbraith, Member  
Chris McMurtrie, Member

**Dennis McDowell, Chairman of the Board will serve on all committees**