

SPRING-BENNER-WALKER JOINT AUTHORITY

REGULAR MEETING

January 9, 2023

ATTENDANCE:

AUTHORITY MEMBERS:

Spring	Joseph Galbraith Richard Kuzemchak Rodney Maney Chris McMurtrie
Benner	Dan Hoffman Willis Houser, Jr.
Walker	Dennis McDowell Vacancy

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 January 9, 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:

Willis Houser, Jr., Assistant Secretary, took Roll Call, recording seven members present. Mr. Book was excused from the meeting. It was noted that there is a Board vacancy 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.

ELECTION OF OFFICERS: Mr. McDowell appointed Robert A. Mix, Temporary Chairman, to conduct the election of officers for 2023. Mr. Mix opened the nominations. **Mr. Hoffman nominated a slate of officers be approved for 2023, which consisted of Dennis McDowell for Chairman, Christie McMurtrie for Treasurer, Willis Houser, Jr. for Secretary, Joseph Galbraith for Vice Chairman, Richard Kuzemchak for Assistant Treasurer and Rodney Maney for Assistant Secretary, Mr. Houser seconded the nomination. With no other nominations, Mr. Hoffman moved, seconded by Mr. Houser, that nominations for the 2023 slate of officers be closed. 7 ayes, 0 nays, 1 absent, 1 vacancy. The motion carried. Attached is a list of Officers for 2023 that is made a part of these official Minutes.**

Mr. Mix turned the meeting over to Mr. McDowell, Chairman.

Retaining Professional Services for 2023 – Mr. McDowell moved, seconded by Mr. Hoffman to retain Solicitor – Robert Mix Law, Consulting Engineer – Gwin Dobson & Foreman and Accountant – Baker Tilly US, LLP for 2023. 7 ayes, 0 nays, 1 absent, 1 vacancy. The motion carried.

APPROVAL OF MEETING MINUTES:

Mr. McDowell asked the Board if there were any questions and/or changes to the December 12, 2022 meeting minutes as presented. **Mr. Galbraith moved, seconded by Mr. McMurtrie to approve the Minutes of the December 12, 2022 Regular Meeting as presented. 7 ayes, 0 nays, 1 absent, 1 vacancy. The motion carried.**

CORRESPONDENCE:

Borton Lawson - We received a letter from Sam Stiner, Borton Lawson, requesting a letter of intent to provide sewer service for the Bellefonte Medical Clinic in Spring Township. The proposed medical clinic will be located near the Weis Markets at 170 Buckaroo Lane, Bellefonte. Mr. Stiner provided the Authority with an executed EDU Assessment Form to assist in determining the total number of EDUs required for this project. *Mr. Stiner was provided with a letter of intent in the amount of 9.32 EDUs for the proposed project in Spring Township on December 21, 2022.*

Joseph G. Swanderski – We received a copy of a letter that Joseph Swanderski provided to the Walker Township Supervisors indicating his term as a Spring Benner Walker Joint Authority board member expires on 12/31/2022 and he does not wish to renew his term.

APPROVAL OF PAYMENTS:

Approval of Requisitions:

Revenue Fund Requisition 2020-65 – Mr. McMurtrie presented the Board with Revenue Requisition #2020-65 in the amount of \$116,866.85. Mr. McMurtrie asked if there were any questions regarding the presentation of Revenue Fund Requisition 2020-65. **Mr. Galbraith moved, seconded by Mr. McDowell to approve Revenue Requisition 2020-65 payable to SBWJA in the amount of \$116,866.85.** 7 ayes, 0 nays, 1 absent, 1 vacancy. **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 December 2022.

In-Home Inspections - There were 13 in-home inspections completed in the month of December.

Sewer Permits and/or Lateral Inspections - Our maintenance department completed three (3) sewer lateral inspections in December. The office staff received six (6) new sewer permit applications in the amount of 6.00 EDUs and issued the permits.

System Maintenance – Mr. Barton indicated a significant amount of time was spent resolving issues with our SCADA system for the month of December. Our personnel fabricated shelving in the back shop and welded lifting hooks to our new backhoe. The bubbler pump system at Pump Station #7 (Zion Ridge) was rebuilt.

Mr. Barton stated the upgrades to Pump Station #12 (Airport) are almost complete. It was noted that a small amount of grading and restoration work will need to be completed in the spring.

There were multiple repairs made at Pump Station #6 (Rockview) which consisted of rebuilding a blower and repairing broken rotators. Our staff pulled and repaired several pumps throughout the system.

Mr. Barton attended a meeting at Pump Station #18 (Nittany Glen) to discuss outstanding issues with the installation of the generator. Our personnel also had a meeting with a new homeowner to discuss the feasibility of extending public water and sewer to their seven (7) acre parcel of land they purchased at 1052 Buffalo Run Road in Benner Township, which may be subdivided in the future.

Benner Township Water Authority – We collected bacteria samples from both water systems and exercised our quarterly blowoffs. Our staff addressed programming issues with the generator at Grove Park. The calibration curves were verified on the colorimeters and the water meters were read at Peru. There was a total of two (2) PA One Calls being located in December.

Video Truck – Our personnel completed 1,572 feet of video inspection work for the month of December. Mr. Barton stated that 1,230 feet of sewer mainline was inspected at Logan Greene Phase 1A, Section 4 and 342 feet of storm pipe was videoed in State College.

Vector Truck – We jetted 200 feet of sewer mainline at Rockview due to a sewer backup and cleaned two (2) wet wells for Howard Borough.

Sewer Extensions – We continued sewer mainline inspections at Harvest Meadows and witnessed several manholes being adjusted to grade at the Benner Pike Shopping Center. The construction drawings were reviewed and redlined for the Bellefonte Warehouse. Our staff reviewed and approved the construction drawings for Deerhaven Phase 3B. We also completed sewer mainline flushing, video inspection and mandrel testing at Logan Greene Phase 1A, Section 4.

Call Outs/ PA One Calls – There were seven (7) callouts for the month of December. Our personnel responded to three (3) grinder alarms and four (4) emergency PA One Calls. Mr. Barton ended the report with a total of 42 PA One Calls being located in December.

EXECUTIVE DIRECTOR'S REPORT:

Shiloh Road Engineering Contract – While discussing the Remaining & Additional Work Summary report at the December 12, 2022 meeting Mr. Book had stated that it's the engineer's obligation to review the engineering costs at the 80% point of the project to verify the fees are going to be correct for each phase and address any discrepancies with the owner versus waiting until a phase is at the 100% point to address the overage. Mr. Miller wanted to take a moment to remind everyone that Mr. Johnson had indicated, during the February 14, 2022 meeting, he may need to discuss additional engineering fees with the Board due to the multiple hurdles and length of time spent on this project. It was noted that the project design was at approximately 75% at that time. Mr. McDowell stated that he thought it was also discussed at a Board meeting in the summer of 2022. Mr. Miller stated that the additional costs associated with this project were, due to unusual planning efforts, simply because a few neighbors took exception to what we were planning on doing and had money to pursue their disapproval legally.

Opening of New JSSB Operating Account – The Authority was forced to open a new checking account with Jersey Shore State Bank due to fraudulent activity. The original checking account is currently restricted/frozen; therefore, all transactions will require approval by the Authority office and Jersey Shore State Bank before a transaction is processed until the account can be permanently closed. Mrs. Gill stated there was an additional attempt made to our restricted operating account to process a fraudulent check for a little under \$10,000.00, which was denied. **Mr. Galbraith moved, seconded by Mr. Hoffman to open a new checking account with Jersey Shore State Bank 7 ayes, 0 nays, 1 absent, 1 vacancy. The motion carried.**

SOLICITOR’S REPORT:

Environmental Hearing Board – Mr. Mix stated that Mr. Stocker did not file an appeal and that the appeal period has expired. Mr. Mix also indicated with the discontinuance of the separate civil action; he feels there is no legal impediment with proceeding with the Shiloh Road Area Sewer Extension.

Mr. Galbraith asked if the Authority would be legally required to be involved in similar situations like this in the future due to the cost. Mr. Mix stated that the Authority would be required to be involved due to being the permittee for the project. Mr. Miller added that the Authority was also listed on the court docket; therefore, we had to defend ourselves.

ENGINEER’S REPORT: Mr. Johnson thanked the Board for retaining Gwin Dobson & Foreman (GD&F) as their consulting engineer.

Shiloh Road Area Sewer Extension – Mr. Johnson stated the staff at GD&F continues to work on the final design of the Shiloh Road Area Sewer Extension and their goal is to submit permits in February. Mr. Johnson anticipates it will take approximately six (6) months to acquire the permits required for this project. It was noted that the Authority may be able to place the project out for bid in December and receive bids in January or February; therefore, construction could commence in 2024, if costs are acceptable.

Shiloh Road Area Sewer Extension Engineering Costs (Amendment No. 1) – Mr. Johnson provided the Board with Amendment No. 1 which would be added as Exhibit K to the original agreement between SBWJA and GD&F for professional services to complete the Shiloh Road Area Sewer Extension. The amendment was created due to the additional work and cost that is required to complete this project. Mr. Johnson asked if the Board had any questions or comments regarding the amendment. Mr. McDowell stated the Remaining & Additional Work Summary report that Mr. Johnson presented at

the December 12, 2022 meeting indicated the total remaining work costing \$71,832.00 and the amendment reflects \$70,000.00; therefore, he would like Mr. Johnson to verify this amount is correct. Mr. Johnson stated that the \$70,000.00 on the amendment is correct. Mr. McDowell then asked if \$425,000.00 would take the Authority to the end of the project. Mr. Johnson stated the \$425,000.00 would cover all professional services involved with finishing the project but it does not include an inspector being present during the project. Mr. Miller stated that he would prefer an SBWJA employee be the inspector during the project. **Mr. McDowell moved, seconded by Mr. Maney to approve Amendment No. 1, which would increase the total contract amount for the Shiloh Road Area Sewer Extension from \$355,000.00 to \$425,000.00. 7 ayes, 0 nays, 1 absent, 1 vacancy. The motion carried.**

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

NEW BUSINESS:

PA Game Commission – On several occasions the PA Game Commission has approached the Authority regarding their interest in public sewer to a parcel of land along Shiloh Road in Benner Township. The PA Game Commission is planning to relocate their Northcentral Regional Headquarters from Jersey Shore to the Shiloh Road area. Mr. Kiefer, senior civil engineer, from the PA Game Commission has requested the Authority include an extension to their new headquarters to our Shiloh Road Area Sewer Extension. Mr. Miller spoke with Mr. Everett of PA DEP regarding this request due to this parcel of land not being included with our project and he informed Mr. Miller that the PA Game Commission would need to have a Component III Planning Module executed and approved prior to the start of construction. An approved Component III Planning Module is an official amendment that will modify Benner Township's Act 537 Plan. Mr. McDowell asked if the PA Game Commission would be 100% responsible for the planning and construction costs associated with extending public sewer. Mr. Miller stated the PA Game Commission would be 100% responsible. Mr. Miller has requested the solicitors for the PA Game Commission and SBWJA draft an agreement, which will address the PA Game Commission's financial responsibility for public sewer being extended to their parcel of land.

Executive Director's 2023 Bonus - Mr. Hoffman stated he would like to discuss the Executive Director's raise for 2023. **Mr. Hoffman moved, seconded by Mr. McDowell to grant the Executive Director, N. Warren Miller, a one (1) time bonus of \$3,500.00 for 2023. 7 ayes, 0 nays, 1 absent, 1 vacancy. The motion carried.**

QUESTIONS FOR THE EXECUTIVE DIRECTOR:

Bellefonte Medical Clinic - Mr. Galbraith referenced the preliminary construction drawing for the new Bellefonte Medical Clinic that Borton Lawson provided and he questioned the slope of the property and how this would affect the new building. Mr. Miller stated the building design will allow the building to be constructed on the slope.

Committee Appointments - Mr. McDowell stated that he would like to keep the committees the same for now with the possibility of a change at the next meeting once he speaks with Mr. Galbraith.

COMMITTEE REPORTS:

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

Facilities Committee:

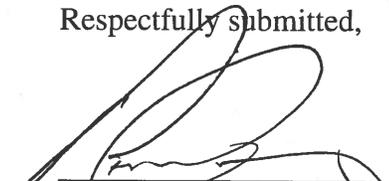
SBWAJ New Facility - Mr. Walker from Kissinger Bigatel & Brower informed Mr. Houser that the local business that was interested in purchasing the Witherite property has recently finalized the purchase of a different parcel of land that adjoins the Glenn O. Hawbaker quarry along SR64. Mr. Walker will inform the Authority if a tract of land becomes available in the future.

Financial Committee: Mr. McMurtrie had nothing to report.

ADJOURNMENT:

Mr. Houser moved, seconded by Mr. Kuzemchak to adjourn the meeting at 7:49 p.m. 7 ayes, 0 nays, 1 absent, 1 vacancy. **The motion carried.**

Respectfully submitted,



Rodney Maney, Assistant Secretary



Tasha L. Dutton, Recording Secretary

CC: Benner Township _____
Spring Township _____
Walker Township _____

Spring-Benner-Walker Joint Authority

2023 OFFICERS & MEMBERS

OFFICERS:

Dennis McDowell –Chairman
Joseph Galbraith – Vice Chairman
Willis Houser, Jr. –Secretary
Rodney Maney – Assistant Secretary
Christie McMurtrie – Treasurer
Richard Kuzemchak - Assistant Treasurer

MEMBERS:

Brian Book
Dan Hoffman
Vacancy – Walker Township