

SPRING-BENNER-WALKER JOINT AUTHORITY

REGULAR MEETING

June 13, 2022

ATTENDANCE:

AUTHORITY MEMBERS:	Spring	Joseph Galbraith Rodney Maney Christie McMurtrie Richard Kuzemchak
	Benner	Dan Hoffman Willis Houser, Jr.
	Walker	Joseph Swanderski

GUESTS: None present.

CONSULTING SOLICITOR: Robert Mix, Esq.

CONSULTING ENGINEER: Andy Johnson, P.E.

EXECUTIVE DIRECTOR: N. Warren Miller

EMPLOYEES: Will Barton, Tasha Dutton & Kelly Gill

CALL TO ORDER:

The June 13, 2022, Regular Meeting of the Spring-Benner-Walker Joint Authority was called to order at 7:00 P.M. by Joseph Galbraith, Vice-Chairman. Mr. Galbraith 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. Book and Mr. McDowell were excused from the meeting. Mr. Galbraith, Vice-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. Galbraith, Vice-Chairman, led the Board members and Employees in the Pledge of Allegiance.

APPROVAL OF MEETING MINUTES:

Mr. Galbraith asked the Board if there were any questions and/or changes to the May 23, 2022 meeting minutes as presented. **Mr. McMurtrie moved, seconded by Mr. Maney to approve the Minutes of the May 23, 2022 Regular Meeting as presented.** 7 ayes, 0 nays, 2 absent. **The motion carried.**

CORRESPONDENCE:

Skyview Meadows, LLC - We received a letter from James Stein, Operations Manager/Owner, of Skyview Meadows, LLC requesting a letter of intent to provide sewer service to the Skyview Meadows project located on the corner of Stonecrest Drive and Kenlee Drive in Spring Township. The project will be for 34 EDUs. *Mr. Stein was provided with a letter of intent for 34 EDUs for the proposed project within Spring Township on June 9, 2022.*

Walker Township – We received a letter from Sue Wagner, Secretary, of Walker Township informing us that Amanda Cruz was granted permission to operate an in-home business from her residence at 316 Fieldstone Lane on May 19, 2022.

PennTerra Engineering, Inc. - We received a letter from Lee Slusser, AICP, of PennTerra Engineering, Inc. requesting a letter of intent to provide sewer service for the Benner Pike Hotel located at the intersection of Benner Pike and Amberleigh Lane in Benner Township. The Benner Pike Hotel project will be for 21.40 EDUs. *Mr. Slusser was provided with a letter of intent for 21.40 EDUs for the proposed project in Benner Township on June 2, 2022.*

Pleasant Gap Fire Co. No.1 – We received a letter from Thomas Shade, Recording Secretary, of the Pleasant Gap Fire Company acknowledging the Authority's monetary donation in memory of Gregg Heny.

APPROVAL OF PAYMENTS:

Approval of Requisitions:

Revenue Fund Requisition 2020-52 – Mr. McMurtrie presented the Board with Revenue Requisition #2020-52 in the amount of \$108,191.38. Mr. Galbraith asked if there were any questions regarding the presentation of Revenue Fund Requisition 2020-52. **Mr. Hoffman moved, seconded by Mr. Swanderski to approve Revenue Requisition 2020-52 payable to SBWJA in the amount of \$108,191.38.** 7 ayes, 0 nays, 2 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 May 2022.

In-Home Inspections - There were 27 in-home inspections completed in the month of May.

Sewer Permits and/or Lateral Inspections - Our maintenance department completed 12 sewer lateral inspections. The office staff received 3 new sewer permit applications in the amount of 3.00 EDUs for the month of May.

System Maintenance – Mr. Barton indicated the maintenance department spent a significant amount of time raising manholes on Spring Creek Road, Paradise Road and SR 550/64, near the “Y” in Zion. Our staff also pulled pumps, assisted in grinder pump alarms and made several site visits.

We performed routine maintenance to several of our service trucks and prepared them for PA State Inspections. The maintenance department also applied sand to manhole covers on Valley View Road, Armagast Road and SR 550 prior to PennDOT’s tar and chipping projects.

Video Truck - Our personnel completed 760 feet of video inspection work for Beech Creek Borough on 5/16/2022. This work was performed at Beech Creek Borough’s request to assist in locating I & I in their system.

Sewer Extensions – Our staff continued project inspections at Logan Greene Phase 1A and approved construction drawings for Harvest Meadows. We also reviewed and red lined construction drawings for the Village of Nittany Glen Phase 6.

Benner Township Water Authority – We collected water samples for analytical testing and completed a service line inspection for a new home at 291 Millgate Road. A radiator was removed from the Hampton Hills well house for repairs. There was a total of one (1) PA One Call being located in May.

Call Outs/ PA One Calls – There were two (2) callouts for the month of May. The maintenance staff rebuilt a chlorine pump at the Hampton Hills well house for BTWA and we addressed a power issue at Pump Station #7 (Zion Ridge). Mr. Barton ended the report with a total of 64 PA One Calls being located in May.

Thank You - Mr. Barton took a moment to thank Mr. Miller for his help flagging while raising manholes on Spring Creek Road and Paradise Road.

Beech Creek Borough – Mr. Galbraith asked how many employees and how many hours were involved with the video work that was completed for Beech Creek Borough. Mr. Barton stated there was one (1) employee involved but he could not recall how long the job lasted. Mr. Barton stated he could review the work order for additional information. Mr. Galbraith stated that would be fine.

SOLICITOR'S REPORT:

Environmental Hearing Board – Mr. Mix stated the Environmental Hearing Board took place June 8, 2022 to June 10, 2022 and all the evidence is in. The next step is to wait for the transcripts to be completed, which could take 30 to 60 days. Ms. Line will then have 30 days, on behalf of Mr. Stocker, to file her findings of fact and conclusions of law and then we will have an additional 30 days to respond to Ms. Lines' motions. Mr. Mix stated that it will be a minimum of four (4) months before the Board even starts to consider what its decision is going to be.

ENGINEER'S REPORT:

Shiloh Road Area Sewer Extension – The staff at Gwin Dobson and Foreman continues to work on the design of the Shiloh Road Area Sewer Extension, primarily the pump stations. Mr. Johnson stated that a meeting has been scheduled with PA DEP on June 29, 2022 to discuss the permitting for the stream crossings and the floodplain issues involved with this project.

OLD BUSINESS:

Future Sewer Service Areas: Mr. Galbraith stated that he was recently approached by a Township Supervisor questioning why SBWJA has not extended public sewer service to the back of Greens Valley Road. Mr. Galbraith stated he would like to review Spring Township's Act 537 Plan sometime in the future to help him better understand the plan and to assist in providing information to the Spring Township Supervisors. Mr. Miller stated that he was aware of the questions asked of Mr. Galbraith; therefore, he reviewed Spring Township's Act 537 Plan from 2003. Mr. Miller stated the Act 537 Plan indicates it is not economically feasible to sewer the back of Greens Valley Road by connecting it to public sewer. It was noted that the plan suggests Spring Township initiate a Septage Management Plan for the area to determine if public sewer is needed. Mr. Miller stated our Authority has asked the Township to provide the Septage Management Reports for this area several times in the past; however, they have never been provided. Mr. Miller indicated Spring Township's Act 537 Plan identifies the back of Greens Valley Road as being served with a Community On-Lot Disposal System (COLDS) if there is a need. Mr. Miller stated that Brian Book created Spring Township's Act 537 Plan; therefore, he would be the perfect person to discuss the plan.

NEW BUSINESS:

O & M Agreement for Private Sewer Extension/CPI/New Medical Sciences Building – Mr. Miller stated that the PA DEP’s regulations indicate an Operation & Maintenance agreement must be executed between a property owner and the municipality or designated local agency that is providing sewer service. Essentially the agreement indicates the owner is responsible for operating and maintaining their sewer system and if they fail to do so the sewer Authority may enter the property and make the repairs at the owner’s expense. Mr. Miller indicated this is the Authority’s second O & M agreement to be executed as PA DEP is now requiring this agreement prior to plan approvals. **Mr. Houser moved, seconded by Mr. Hoffman to approve the Operation and Maintenance Agreement for the New Medical Science Building at Central PA Institute of Science and Technology (CPI) as presented. 7 ayes, 0 nays, 2 absent. The motion carried.**

Steeplechase Townhomes II (42 EDUs) – Mr. Miller stated that Steeplechase Townhomes II in the amount of 42 EDUs has met all of our requirements and is ready for approval. **Mr. McMurtrie moved, seconded by Mr. Swanderski to approve the Agreement of Dedication for the Steeplechase Townhomes II in the amount of 42 EDUs. 7 ayes, 0 nays, 2 absent. The motion carried.**

Village of Nittany Glen Phase 4 & Phase 6 Right-of-Way Agreements – Mr. Miller stated that Mrs. Gill has been working with Berks Homes to ensure the proper descriptions are listed for the Village of Nittany Glen Phase 4 & Phase 6 right-of-way agreements. Mr. Miller stated that the right-of-way agreements for the Village of Nittany Glen Phase 4 and Phase 6 now meets our requirements and is ready for approval. **Mr. Hoffman moved, seconded by Mr. Houser to approve the Right-of-Way Agreements for the Village of Nittany Glen Phase 4 and Phase 6 as presented. 7 ayes, 0 nays, 2 absent. The motion carried.**

2021 Audit – Christine Zoerner of Baker Tilly US, LLP has provided the Board with a draft of our 2021 audit for review. Ms. Zoerner was unable to present the audit in person due to restrictions associated with the COVID-19 pandemic; therefore, Mrs. Gill presented the audit in her absence. Mrs. Gill indicated she was asked to provide the auditor with complete access to our accounting software remotely and along with back-up documentation electronically due to COVID-19.

Mrs. Gill had indicated Baker Tilly US, LLP conduct their audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

Mrs. Gill stated the Management's Discussion and Analysis (MD&A) is an addition to the audited financial statements, which originated last year. In previous years it was noted as being omitted from the audited financial statements and even though it wasn't a requirement, it was highly suggested it be included to assist with providing operational, economic and historical context. Mrs. Gill indicated the MD&A will provide insight to the fluctuation of income/expenses from one year to the next.

Mrs. Gill provided the overview of the financial statements with the Board. She indicated that the Authority's total assets consist of \$20,600,811 with the large portion of that being the system itself, which is recorded at \$18,567,630. Mrs. Gill also indicated the Authority's Liabilities are \$10,454,851, with the big portion of that being Long-term debt as it relates to the 2020 Bond. The total net position was listed as \$10,145,960 which Mrs. Gill believes puts the Authority in a strong financial position. The net position is assets minus liabilities. Mr. Miller mentioned one of the things that is out of our control with the changes to our net position is when we are required to pay Bellefonte Borough for work performed at the treatment plant. This payment would be an immediate loss of net position for the Authority because we use our cash reserves for work completed at the Bellefonte Borough Treatment Plant which we then have no asset to show for the expense.

Mrs. Gill reported the Authority's total operating revenues decreased from \$3,745,625 in 2020 to \$3,688,906 in 2021. Mrs. Gill indicated the majority of that is associated with the income we received from Rockview which is attributed to the reduction in their flows and the overall reduction in our Authority's operating expenses in 2021. The tapping fee income increased from \$101,800 in 2020 to \$198,545 in 2021.

Mrs. Gill noted the operating expenses also decreased from \$3,704,677 in 2020 to \$3,488,141 in 2021 for an operating income of \$200,765 (including depreciation). If depreciation is removed a net income of \$1,089,276 would've existed. The overall net position decreased from \$10,244,856 in 2020 to \$10,145,960 in 2021.

Mrs. Gill stated the cash/restricted cash increased from \$4,972,167 at the end of 2020 to \$5,515,933 as of December 31, 2021.

Mr. Galbraith asked if there were any questions regarding the 2021 audit as presented. **Mr. Hoffman moved, seconded by Mr. Swanderski to approve the 2021 audit as presented. 7 ayes, 0 nays, 2 absent. The motion carried.**

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

COMMITTEE REPORTS:

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

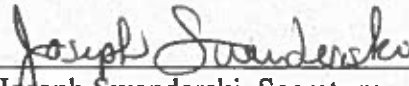
Facilities Committee: Mr. Houser had nothing to report.

Financial Committee: Mr. McMurtrie had nothing to report.

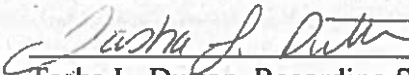
ADJOURNMENT:

Mr. Hoffman moved, seconded by Mr. McMurtrie to adjourn the meeting at 7:32 p.m. 7 ayes, 0 nays, 2 absent. The motion carried.

Respectfully submitted,



Joseph Swanderski, Secretary



Tasha L. Dutton, Recording Secretary

CC: Benner Township _____
Spring Township _____
Walker Township _____