

SPRING-BENNER-WALKER JOINT AUTHORITY

REGULAR MEETING

November 14, 2022

ATTENDANCE:

AUTHORITY MEMBERS:

Spring	Joseph Galbraith Richard Kuzemchak Rodney Maney Christie McMurtrie
Benner	Dan Hoffman Willis Houser, Jr.
Walker	Dennis McDowell 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 November 14, 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 eight members present. Mr. Book was 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 October 24, 2022 meeting minutes as presented. **Mr. Galbraith moved, seconded by Mr. Kuzemchak to approve the Minutes of the October 24, 2022 Regular Meeting as presented.** 8 ayes, 0 nays, 1 absent. **The motion carried.**

CORRESPONDENCE:

Douty Chalfa Automotive - We received a letter from Josh Chalfa of Douty Chalfa Automotive regarding the expansion of his business located at 3111 Benner Pike, Bellefonte. Mr. Chalfa will be constructing a new garage and will be connecting a restroom to the existing sanitary sewer lateral. Mr. Chalfa indicated the project would not generate additional water flows and the number of employees would remain the same. *Mr. Chalfa was provided with written confirmation on November 2, 2022 indicating SBWJA has sufficient capacity and approves of the addition.*

Lee, Green & Reiter, Inc. – We received a letter from Robert Mix of Lee, Green & Reiter, Inc. stating the professional corporation will cease doing business and practicing law effective October 31, 2022. Mr. Mix indicated he would be practicing law as a sole practitioner under the business name of Robert Mix Law. Mr. Miller stated that Mr. Mix is willing to represent SBWJA until the end of 2022 and possibly 2023. **Mr. Hoffman moved, seconded by Mr. McMurtrie to retain the professional services of Robert Mix Law until the end of 2022.** 8 ayes, 0 nays, 1 absent. **The motion carried.**

APPROVAL OF PAYMENTS:

Approval of Requisitions:

Revenue Fund Requisition 2020-62 – Mr. McMurtrie presented the Board with Revenue Requisition #2020-62 in the amount of \$459,848.69. Mr. Galbraith asked what the capital improvements for Bellefonte Borough in the amount of \$18,294.34 were for. Mrs. Gill stated it was mostly for the remainder of control upgrades at the treatment plant. Mr. Galbraith asked if the invoices from Bellefonte Borough were itemized. Mrs. Gill stated SBWJA receives itemized invoices from Bellefonte Borough for the capital improvements and that we will continue receiving capital improvement invoices from Bellefonte Borough into the future because they run most equipment purchases through as a capital expenditure instead of an O & M. Mr. Galbraith then asked what the items from Centre Concrete Company in the amount of \$2,074.75 were used for. Mr. Miller indicated the items were used for the upgrades made to Pump Station #12 (Airport). **Mr. Maney moved, seconded by Mr. Kuzemchak to approve Revenue Requisition 2020-62 payable to SBWJA in the amount of \$459,848.69.** 8 ayes, 0 nays, 1 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 October 2022.

In-Home Inspections - There were 28 in-home inspections completed in the month of October.

Sewer Permits and/or Lateral Inspections - Our maintenance department completed 9 sewer lateral inspections. The office staff received 8 new sewer permit applications in the amount of 12.82 EDUs for the month of October.

System Maintenance – The maintenance department repaired a 6”X4” transition at 141 Stover Road and performed routine vac work to our wet wells. Mr. Barton attended several meetings with the general contractor, Leonard S. Fiore, involved with the construction of Pump Station #18 (Nittany Glen) to discuss outstanding issues with the generator and SCADA system.

A new phase monitor was installed at Pump Station #5 (Mingoville) and tar was placed around approximately 25 manholes to avoid damage from snow plowing throughout the three (3) townships. Our backflow prevention assemblies were inspected at Pump Station #9 (Penn Eagle), Pump Station #15 (Sunnyside), Pump Station #16 (Benner Commerce) and Pump Station #17 (Burnham Farms). We also had our 2002 Car Mate Trailer, 2007 Harben Tow Behind Jetter and 2019 Ford F-250 Truck inspected.

Our staff responded to a grinder pump alarm at 225 E. Fifth Avenue, which resulted in the installation of a new grinder pump and float tree. This was a private grinder pump and the customer was invoiced for materials and labor. A pump was repaired at Pump Station #16 (Benner Commerce) and a blockage was cleared in the suction line at Pump Station #9 (Penn Eagle).

The sealcoating work was completed at Pump Station #6 (Rockview) by B & B Sealcoating. Mr. Barton stated the majority of the maintenance department’s time was spent upgrading Pump Station #12 (Airport).

Inter Municipal Work – The Howard Borough employees were having issues with pumps on their sewer system and asked if SBWJA would provide training to assist with their maintenance. Mr. Decker provided the employees with pump training.

Vactor Truck – Our personnel performed video/vacuum maintenance to 100 feet of sewer mainline at the Eagle Creek Community in Julian. We also completed vac work for Beech Creek Township to assist in removing shale from the creek bank on Ramsy Hollow Road in Beech Creek. The total number of feet jetted for the month of October was 100 feet.

Video Truck - Our personnel completed 294 feet of mainline video work for the Fishburn Hill Road sewer extension

Sewer Extensions – Our staff continued project inspections at Harvest Meadows, which is located below the University Park Airport and Fullington bus station. We completed project inspections at Logan Greene Phase 1A, Section 4. Mr. Barton indicated a sink hole had developed in Logan Greene Phase 1A, Section 4, which resulted in three (3) lots being abandoned. SBWJA required the sewer mainline and sewer laterals be removed to the abandoned lots. The proposed construction drawings for the Bellefonte Warehouse were reviewed. We also reviewed and redlined the construction drawings for Logan Greene Phase 1A Section 3.

Benner Township Water Authority – Our staff obtained bacteria samples at both systems. We also obtained Nitrate and Nitrite samples at Grove Park. A water leak was located and repaired at 139 Buttercup Way. There were four (4) PA One Calls located in October.

Call Outs/ PA One Calls – There were two (2) call outs for the month of October. Both call outs were to mark PA One Calls due to emergency water repairs in Walker Township. Mr. Barton ended the report with a total of 81 PA One Calls being located in October.

EXECUTIVE DIRECTOR'S REPORT:

2014 Freightliner (Video Truck) Motor Replacement - Our 2014 Freightliner (Video Truck) had a new engine installed by Mercedes-Benz of State College on October 26, 2022; however, it was returned to the garage due to check engine lights reappearing. The technicians stated the error codes are indicating two (2) injectors are failing, which was identical to the error codes prior to the new engine being installed. Mr. Miller stated the technicians started troubleshooting by unhooking all of the video equipment from the truck to verify this was not the issue. A new electronic module was then installed, but now there is only one (1) error code registering. The State College garage has submitted a claim to Mercedes-Benz requesting the injector be replaced because it may be faulty. Mr. Kuzemchak asked Mr. Miller if this was the original problem with the old engine. Mr. Miller stated that it was always a problem with two (2) of the injectors. The technicians had noted one (1) of the cylinders had washed with diesel fuel, which resulted in all the lubricant being removed and the cylinder wall being scored. It appears the

electronic module may have caused the injectors to fail. Mr. Miller stated the Mercedes garage in State College had indicated they will work to keep the repair costs to a minimal.

Legal Services RFP - The RFPs for legal services were not submitted to local attorneys due to Mr. Mix's decision to practice law as a sole practitioner under the business name of Robert Mix Law.

CPI Occupational Advisory Committee - Mr. Miller attended an Occupational Advisory Committee meeting at the Central Pennsylvania Institute of Science and Technology (CPI) to discuss the wastewater/water operator training program. An advisor from CPI asked that Benner Township Water Authority (BTWA) also participate with the apprenticeship for the wastewater/water operator training program; therefore, Mr. Miller has completed the paperwork for BTWA to assist with this program. CPI indicated they were very pleased to have an Authority available for both water and wastewater apprenticeships and that the State looked very favorably on that as well.

EXECUTIVE SESSION – Mr. McDowell recessed the Board for an Executive Session at 7:16 p.m. to discuss real estate. The meeting reconvened at 7:23 p.m.

SOLICITOR'S REPORT:

Environmental Hearing Board – Mr. Mix stated that it is now five (5) months out from the hearing date with the Environmental Hearing Board and two (2) months out from the briefing date and he does not see any indication a decision will be made anytime soon.

ENGINEER'S REPORT:

Shiloh Road Area Sewer Extension – Mr. Johnson stated the staff at Gwin, Dobson and Foreman (GD&F) continues to work on the final design of the Shiloh Road Area Sewer Extension project and Ms. Weitzel has started the permit application process. Mr. Johnson informed the Board that he has provided Mr. Miller with a Remaining & Additional Work Summary report for the Shiloh Road Area Sewer Extension project. This report breaks down the additional work GD&F provided along with the remaining work and how the cost will impact the original contract. The report will be provided to the Board at the November 28, 2022 meeting. Mr. Johnson is anticipating everything being ready for bid by the end of January.

Rockview Pump Station Upgrades – Rockview prison consists of two (2) sewer pump stations. The main pump station has a large equalization tank that receives all flows from the prison and the second pump station, closer to W. College, receives flows from the Forestry Camp, which houses the trustees on the mountain. Mr. Miller stated that Rockview recently installed a system wide water softener unit that has caused issues at our Forestry Pump Station. The pumps at the Forestry Pump Station are not large enough to keep up with the additional flow created at the time the water softener regenerates; therefore, Rockview has asked what SBWJA can do to upgrade our pump station.

Mr. Johnson, Mr. Miller and Mr. Barton met at the Rockview Pump Station on November 7, 2022 to evaluate the problem. Mr. Johnson suggested an 8,000-gallon poly tank be installed at Rockview's water softener facility to hold the regeneration water and then control how it is introduced into the sewer system. Mr. Miller provided Rockview's engineer with the tank installation information; however, it was noted that the facility does not have adequate room in their building for the tank. Rockview's engineer suggested the tanks be installed underground and Mr. Miller indicated an addition could be built to the existing structure to house the poly tank. Mr. Miller will keep the Board informed of any changes/decisions that may be made to the Rockview Pump Station.

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

NEW BUSINESS:

LSCR, LLC (Fishburn Hill)(4.00 EDUs) – Mr. Miller indicated the LSCR, LLC (Fishburn Hill) in the amount of 4.00 EDUs has met all of our requirements and is ready for approval. **Mr. Houser moved, seconded by Mr. McMurtrie to approve the Agreement of Dedication for the LSCR, LLC (Fishburn Hill) in the amount of 4.00 EDUs.** 8 ayes, 0 nays, 1 absent. **The motion carried.**

Mrs. Gill stated that an 18-month certificate of deposit will also need opened at First National Bank for the maintenance bond in the amount of \$1,500.00. **Mr. Houser moved, seconded by Mr. McMurtrie to open an 18-month certificate of deposit at First National Bank for LSCR LLC's maintenance bond in the amount of \$1,500.00.** 8 ayes, 0 nays, 1 absent. **The motion carried.**

2023 Tentative Budget - Mr. McDowell referenced the 2023 Tentative Budget that was provided for the Board's review and asked if there were any questions.

#65101 (Hourly/Salary Wages) - Mr. Galbraith asked what was planned with the 14.2% increase in the Hourly/Salary Wages category because it is high. Mr. Miller stated that he had budgeted for the addition of 2 full-time employees and 1 part-time employee for the maintenance department. Mr. Galbraith stated that he thought there were previous discussions held about not adding employees to the maintenance department and not offering as much help to other municipalities. Both Mr. Houser and Mr. McMurtrie thought the Authority would hire a total of seven (7) employees for the maintenance department now with a possibility of eight (8) by the end of the year. Mr. McDowell also mentioned the addition of a part-time employee for the maintenance department. Mr. Miller clarified line item #65101 reflects a total of 8 full-time and 1 part-time maintenance department employees.

#66001 (Health-Life-Dental Insurance) – Mr. Galbraith stated that Mrs. Gill had provided the Board with an overview of premium changes for health care coverage from 2022 to 2023; however, he was unsure of the calculations as they relate to the 2023 tentative budget. Mrs. Gill stated that the overview she provided to the Board only reflected health/dental/vision/life insurance coverage for the Authority's existing employees, but the budgeted line item for 2023 includes the addition of two (2) full-time employees with family coverage.

#87300 (Capital Improvements) – Mr. Swanderski asked why \$75,000.00 has been budgeted for Shiloh Road. Mr. Miller stated that was for the additional work that GD&F has been providing for the project. Mr. Miller stated the \$75,000.00 is an estimate.

#87300 (Capital Improvements) – Mr. McDowell asked if the purchase of a tar buggy was on last year's budget. Mr. Miller stated it was not listed as a capital improvement in 2022. Mr. Houser indicated \$25,000.00 was a lot of money for a tar buggy. Mr. Miller indicated this would be a tow behind unit; however, he is unsure what model will be purchased and it may be less of an expense. Mr. Miller stated our existing tar unit needs to be replaced as it does not evenly distribute tar as needed.

#76301 (Maintenance/Repair) – Mr. Swanderski asked why there is a decrease of \$25,000.00 for line item #76301. Mr. Miller stated that #76301 was increased in 2022 due to the resurfacing of Spring Creek Road and he is not aware of any upcoming road projects from the local municipalities or PennDOT in 2023.

#87312 (Bellefonte Borough Plant/System) – Mr. Swanderski asked why there is a decrease of 74.1% for Bellefonte Borough Plant/System. Mr. Miller stated the Bellefonte Borough Treatment Plant finished most of their upgrades to their control systems in 2022 and he is not aware of any major projects scheduled for 2023.

#51201 (Rockview Usage & Treatment) – Mr. Swanderski asked if the increase of \$25,000.00 was due to additional inmates being introduced back to the prison. Mr. Miller stated that it is about the same as last year and that \$25,000.00 is not a significant increase for Rockview on an annual basis.

#87300 (Capital Improvements) – Mr. Houser asked if the \$50,000.00 purchase of a new service truck was a new purchase or a replacement. Mr. Miller stated this would be a replacement and the budgeted amount reflects the trade-in value of the truck.

#87300 (Capital Improvements) – Mr. Hoffman asked if a miscellaneous column should be added to capital improvements in the event an emergency comes up. Mr. Miller stated there is some cushion in this line item due to the cost of the tar buggy and service truck being inflated due to not knowing what we will receive in trade value.

Mr. Hoffman moved, seconded by Mr. Houser to approve the 2023 Tentative Budget in the amount of \$3,853,000.00 as presented. 7 ayes, 1 nay, 1 absent. The motion carried. Mr. Swanderski voted against the 2023 Tentative Budget.

SBWJA 20 Year Projection – Mrs. Gill took a moment to review the Authority's 20-year projection worksheet that was updated through year 2042. Mrs. Gill stated that the Shiloh Road Area Sewer Extension was added to the worksheet and that in 2024 the Authority will anticipate using \$2.5 million from system reserves to fund the estimated \$5.5 million Shiloh Road project. The remaining funding would be financed, which created a new line item on the 20-year projection in 2025.

The purchase of a new vac truck in the amount of \$500,000.00 was shifted to 2027, which was based on a \$700,000.00 vac truck and a \$200,000.00 trade-in on our existing vac tuck.

The purchase of additional capacity in the amount of \$900,000.00 was moved to 2028. This was estimated based on the Authority's current flow.

The upgrades to Pump Station #8 (Zion Stover) have been pushed out to 2034 due to the uncertainty of Graymont's plans.

Mrs. Gill pointed out that our current bond will be paid off in 2038 and the money incumbered in our debt service reserves fund will be used for the final payoff of the bond.

The worksheet also includes a \$5.00 per quarter per EDU increase every three (3) years. Mrs. Gill indicated the quarterly sewer rate in 2040 will be \$105.00 per quarter per EDU, which is lower than what customers of the surrounding Authorities are paying now. Mrs. Gill also stated the \$5.00 per quarter per EDU increases generate an additional \$145,000.00 to \$150,000.00 in sewer rental revenue per year.

Mrs. Gill stated the worksheet does include the tapping fees that would be collected from the existing residential and two (2) commercial properties associated with the Shiloh Road Area Sewer Extension.

Mr. McDowell thanked Mrs. Gill for her hard work involved with the 20-year projection worksheet.

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.

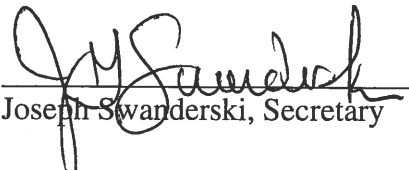
Financial Committee: Mr. McMurtrie had nothing to report.

EXECUTIVE SESSION – Mr. McDowell recessed the Board for an Executive Session at 7:59 p.m. to discuss personnel. Mr. McDowell asked the employees and Authority’s professional services to leave the meeting for the evening. The meeting reconvened at 8:40 p.m.

ADJOURNMENT:

Mr. McMurtrie moved, seconded by Mr. Houser to adjourn the meeting at 8:40 p.m. 8 ayes, 0 nays, 1 absent. **The motion carried.**

Respectfully submitted,



Joseph Swanderski, Secretary



Tasha L. Button, Recording Secretary

CC: Benner Township _____
Spring Township _____ } 1112912022
Walker Township _____ } 280