

SPRING-BENNER-WALKER JOINT AUTHORITY

REGULAR MEETING

November 8, 2021

ATTENDANCE:

AUTHORITY MEMBERS:

Spring	Toby Dashner Joseph Galbraith Christie McMurtrie Richard Kuzemchak
Benner	Dan Hoffman
Walker	Dennis McDowell Joseph Swanderski

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 November 8, 2021, 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. Book 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.

Mr. McDowell welcomed Richard Kuzemchak to the Board.

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 25, 2021 meeting minutes as presented. **Mr. Dashner moved, seconded by Mr. Hoffman to approve the Minutes of the October 25, 2021 Regular Meeting as presented. 7 ayes, 0 nays, 2 absent. The motion carried.**

CORRESPONDENCE:

SBWJA Board Appointment - We received a copy of a letter sent to Richard Kuzemchak from the Spring Township Supervisors indicating he has been appointed to serve on the SBWJA Board effective November 1, 2021. Mr. Kuzemchak will fill the remainder of Mr. Henry's term, which will expire on December 31, 2023. Mr. Miller asked Mr. Kuzemchak to contact him at his earliest convenience to schedule a tour of the Authority's system.

University Park Plaza Corporation – We received a fax from the University Park Plaza Corporation indicating the homes at 2053 Axemann Road and 2063 Axemann Road have both been demolished. University Park Plaza Corporation is requesting the Authority grant the reduced user fee for both of these properties. Mr. Miller indicated the homes were demolished and the sewer laterals were exposed and capped off. **Mr. Dashner moved, seconded by Mr. McMurtrie to grant the University Park Plaza Corporation a reduced user fee for 2053 Axemann Road and 2063 Axemann Road. 7 ayes, 0 nays, 2 absent. The motion carried.**

APPROVAL OF PAYMENTS:

Approval of Requisitions:

Revenue Fund Requisition 2020-39 – Mr. McMurtrie presented the Board with Revenue Requisition #2020-39 in the amount of \$40,743.44. Mr. McDowell asked if there were any questions regarding the presentation of Revenue Fund Requisition #2020-39. **Mr. Swanderski moved, seconded by Mr. Galbraith to approve Revenue Requisition 2020-39 payable to SBWJA in the amount of \$40,743.44. 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 October 2021.

In-Home Inspections - There were 44 in-home inspections completed in the month of October. Mr. Barton stated there were five (5) violations identified during the in-home inspection process and they have all been corrected.

Sewer Permits and/or Lateral Inspections - Our maintenance department completed 25 sewer lateral inspections. The office staff received 35 new sewer permit applications in the amount of 35.00 EDUs for the month of October.

System Maintenance – The maintenance staff spent a large amount of time making upgrades to Pump Station #10 (Valley View). We also repaired two (2) of our chlorine feed systems and had our annual inspection and testing of backflow preventers at P.S. # 9 (Penn Eagle), P.S. #15 (Sunnyside), P.S. # 16 (Benner Commerce) and P.S. # 17 (The Mews). The wet well at P.S. #18 (Village of Nittany Glen) was epoxied prior to any flow being permitted to enter our system.

We assisted in finding the cause of a sewer backup in Continental Courts. The backup was due to a standpipe being run over and being pushed down into the 6" sewer main, which then blocked the flow. Our staff also met with a homeowner at 124 Gwenedd Lane that had a similar issue of a broken cleanout cap falling into the sewer lateral causing an obstruction. We removed the broken cap and the homeowner purchased lamp hole frames and covers to protect his cleanouts from future damage.

A start capacitor was replaced in the grinder pump at 109 Creekside Lane and we inspected the grease trap at Weis Markets.

Our staff witnessed the extension of 6" sewer laterals within the Rosewood Cove Development, which is located off of Blanchard Street. The laterals were extended approximately 5' due to interference with existing utilities. We also cut the view ports flush to the ground in this development.

The 2007 Harben tow behind jetter, 2002 Car Mate trailer and 2019 Ford F-250 truck were serviced for PA State Inspections. A site visit took place with Ameron Construction to discuss the sewer lateral installation at the new maintenance facility for the Centre County Airport Authority.

There were repairs made to one (1) of our push cameras.

Video Truck – Our personnel completed 2,960 feet of video inspection work at Logan Greene.

Vactor Truck - We removed debris from the manure pits at Evergreen Farms and they were invoiced for our services.

Sewer Extensions – We continue sewer mainline inspections at Deerhaven Phase 2B and Steeplechase Townhomes II. Our staff also inspected a deficiency at the Village of Nittany Glen Phase IV. The vacuum testing, video inspection, mandrel testing and approval of record drawings took place for Logan Greene Phase 1A.1. We reviewed and approved the construction drawings for the Benner Pike Shopping Center and Belle Rose Town Homes. The Authority received the preliminary construction drawings for the Shiloh Road Sewer Extension; therefore, Mr. Barton and Mr. Miller started redlining them.

Inter Municipal Work – Our personnel spoke with the roadmasters of Spring, Benner and Walker Townships to discuss manholes that were being hit with snow plows and then we tarred around the manholes.

Call Outs/ PA One Calls – There were three (3) callouts due to sewer backups for the month of October. Mr. Barton reported a total of 95 PA One Calls being located in October.

Benner Township Water Authority – The calibration curves were verified on the colorimeters. We constructed an access road for the new well, which will replace the Grove Park well. Our staff obtained bacteria, nitrite and nitrate samples. An LMI pump was replaced at the Hampton Hills well house and there were six (6) PA One Calls located in October on the water system.

Pump Station #7 (Zion Ridge) Blower – Mr. Barton stated the aeration system that was installed at P.S. #7 (Zion Ridge) is not operating properly and requires modifications. Envirep will be meeting our staff at P.S. #7 (Zion Ridge) on November 15, 2021 to switch out the blower and motor on the aeration system. Gorman Rupp will then complete the programming to the aeration system on November 18, 2021. Mr. Miller stated the 3 hp motor that was originally installed was drawing too many amps and was too far off the curve for the blower system to work properly; therefore, Envirep will switch out the 3 hp motor with a 5 hp motor. The float system, which controls the blowers will also be changed to a digital system that will be integrated into our software system that runs the pump station.

SOLICITOR'S REPORT:

Bellefonte Borough Wastewater Treatment Plant Project – Mr. Mix informed the Board that G.M. McCrossin and Bellefonte Borough Authority's lawsuit continues. Those involved in the lawsuit are currently exchanging documents.

Environmental Hearing Board – Mr. Mix stated that depositions will be taken from Mr. Miller, Mr. Johnson, Mr. McDowell and Benner Township Supervisors within the next two (2) months regarding Mr. Stocker's appeal.

Executive Sessions – Mr. Swanderski asked Mr. Mix what the ramifications were for someone that discussed executive session topics after the Board meeting adjourns. Mr. Mix stated that he did not think there were any specific penalties; however, it could be possible to have someone reprimanded for leaking confidential information.

ENGINEER' S REPORT:

Shiloh Road Area Sewer Extension – Gwin, Dobson and Foreman has provided the Authority with construction drawings of the Shiloh Road Area Sewer Extension. Mr. Johnson stated that he will review the drawings with Mr. Miller and Mr. Barton in a few weeks to discuss their redlines. It was also noted that pump station designs are currently underway. Mr. Johnson is planning to make a permit submission to PA DEP after the first of the year.

OLD BUSINESS:

Logan Greene Phase 1A.1 (32 EDUs) – Mr. Miller stated that Logan Greene Phase 1A.1 in the amount of 32 EDUs has met all our requirements and is ready for approval. **Mr. Dashner moved, seconded by Mr. McMurtrie to approve the Agreement of Dedication for the Logan Greene Phase 1A.1 in the amount of 32 EDUs.** 7 ayes, 0 nays, 2 absent. **The motion carried.**

SBWJA Rules and Regulations –The typical drawings and written rules and regulations regarding the rubber riser rings and platform installation within manholes that was discussed at the October 11, 2021 meeting has been revised; however, Mr. Miller would like to postpone approving the changes until the December 13, 2021 meeting. Mr. Miller also indicated it would be in the Authority's best interest to have an epoxy installed to all newly constructed wet wells to assist in prolonging the life of the structure; therefore, this revision will also require the Board's approval.

NEW BUSINESS:

2022 Tentative Budget - Mr. McDowell referenced the 2022 Tentative Budget that was provided for the Board's review. Mr. Miller informed the Board that the \$5.00 per EDU per quarter rate increase is reflected in the 2022 Tentative Budget.

#87300 (Capital Improvements) - Mr. Dashner asked why \$17,000.00 has been budgeted for a well at Pump Station #7 (Zion Ridge). Mr. Miller indicated the Walker Township Water Association increased their rates and the water bills for this pump station have been averaging \$1,200.00 per quarter. Drilling a well would save the Authority money.

#87300 (Capital Improvements) - Mr. Galbraith asked why \$50,000.00 has been budgeted for Shiloh Road. Mr. Miller stated that was for incidentals that may arise as we complete final design and begin to submit permits prior to the start of the project.

#87312 (Bellefonte Borough Plant/System) - Mr. Swanderski asked what the 286.0% increase for Bellefonte Borough Plant/System is for. Mrs. Gill indicated this line item is associated with any capital improvements at the treatment plant. In 2022, this line item includes the Borough's plans to upgrade their control systems in the estimated amount of \$340,043.00 with our Authority's share being roughly \$143,000. Mr. Miller explained that \$50,000 was budgeted in 2021 for this line item due to the Borough's upgrades coming to an end. Mr. Miller indicated this increase is to cover the control systems upgrades.

#50712 (Contracted Services - BTWA) - Mr. Galbraith indicated that during the work session on 10/25/2021 the Board discussed the overall labor and equipment rates that are invoiced to the Benner Township Water Authority (BTWA) for our services and he believes the rates need to be increased. Mr. Miller stated that following the work session he reviewed the Rate Study that Rettew Associates was contracted to complete for us in 2018, which concluded that our fee schedule for our equipment was comparable to other municipalities/businesses that provide similar services. It did recommend increasing the hourly rate for the backhoe and utility trucks along with adding a category for the Authority's Mack dump truck and T-Tag dump truck. These adjustments were made to the fee schedule in 2018.

Mrs. Gill also reminded the Board that an assessment of the SBWJA's employee's wages and overall benefits are calculated on an annual basis to ensure we are properly invoicing the BTWA for the services we provide to them. Mr. Miller indicated the Authority currently takes in 10% above the Authority's expenses to operate the water system for BTWA. The Board authorized the Authority staff to increase the net profit charged to the BTWA from 10% to 15% effective with the 2022 budget. Mr. Miller indicated this increase will not require the 2022 budget to be amended, but the staff will ensure the proper rates are being charged to the BTWA for the services provided.

#65101 (Hourly/Salary Wages) – Mr. Swanderski referenced the increase in Hourly/Salary Wages and wanted to know how it was calculated. Mr. Miller stated it takes into consideration the fluctuation in employees over the past year and includes wage increases for the employees. Mr. Miller also indicated there is some overage in this line item. Mr. Swanderski asked if the Board will be discussing the Executive Director's wages as part of the budget process and Mr. McDowell stated yes.

Mr. Hoffman moved, seconded by Mr. Dashner to approve the 2022 Tentative Budget in the amount of \$3,722,500.00 as presented. 7 ayes, 0 nays, 2 absent. The motion carried.

Resolution #2021-02 Sewer Rate Resolution – Sewer Rate Resolution #2021-02 was drafted by Mr. Mix and included within the board packets for discussion/review. At a previous meeting Mr. Mix indicated that if the Authority would be increasing its rates, it would need to approve a sewer rate resolution. Mrs. Gill indicated we would need to inform our customers of the new sewer rates around the 9th or 10th of December due to our bill processing schedule; therefore, she asked Mr. Mix what he would recommend for the Board approving the new sewer rate resolution. Mr. Mix stated Sewer Rate Resolution #2021-02 should be approved at the November 22, 2021 meeting to allow adequate time to notify our customers.

Shiloh Road Area Sewer Extension – Mr. Galbraith asked Mr. Mix what the Authority can do about recouping our fees associated with Mr. Stocker's appeal. Mr. Mix informed the Board that Pennsylvania's general rule is that you are not permitted to recover attorney fees, but he will still investigate recouping other fees associated with the appeal. The Board discussed the possibility of creating a special rate district for the Shiloh Road project customers to recover funds expended for the appeal process.

COMMITTEE REPORTS:

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

Facilities Committee: Mr. Book and Mr. Houser were absent from the meeting. Mr. Dashner had nothing to report.

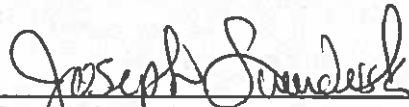
Financial Committee: Mr. McMurtrie had nothing to report.

EXECUTIVE SESSION – Mr. McDowell recessed the Board for an Executive Session at 7:44 p.m. to discuss personnel. The meeting reconvened at 8:10 p.m.

ADJOURNMENT:

Mr. Hoffman moved, seconded by Mr. McDowell to adjourn the meeting at 8:10 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 _____