

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

## **REGULAR MEETING**

**February 12, 2024**

### **ATTENDANCE:**

**AUTHORITY MEMBERS:**

<b>Spring</b>	Joseph Galbraith Rodney Maney Douglas McKee Christie McMurtrie
<b>Benner</b>	Willis Houser, Jr. William Hughes
<b>Walker</b>	Dennis Brown Dennis McDowell

**GUESTS:** None present

**CONSULTING SOLICITOR:** Robert Mix, Esq.

**CONSULTING ENGINEER:** Andrew Johnson, P.E.

**EXECUTIVE DIRECTOR:** N. Warren Miller

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

### **CALL TO ORDER:**

The February 12, 2024, 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., 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.

### **PLEGE 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 January 22, 2024 meeting minutes as presented. **Mr. Galbraith moved, seconded by Mr. McMurtrie to approve the Minutes of the January 22, 2024 Regular Meeting as presented.** 8 ayes, 0 nays, 1 absent. **The motion carried.**

**CORRESPONDENCE:**

**Hawbaker Engineering** - We received an email from Robert E. Myers, Hawbaker Engineering, requesting a letter of intent to provide sewer service for the proposed Larry Taylor subdivision. The proposed subdivision will be located along Nilson Road in Walker Township. *Mr. Myers was provided with a letter of intent for 1.00 EDU for the proposed subdivision in Walker Township on February 8, 2024.* Mr. Taylor will be subdividing a two (2) acre lot from his 37-acre parcel of land and it will then be deeded over to his daughter. Mr. Miller stated there have been discussions that the new home may be connected to an existing on-lot septic and the original home demolished; therefore, they may not require our assistance for sewer service. It was noted the intent to serve letter may be used for planning purposes.

**APPROVAL OF PAYMENTS:**

Approval of Requisitions:

**Revenue Fund Requisition 2020-90**– Mr. McMurtrie presented the Board with Revenue Requisition #2020-90 in the amount of \$84,599.33. Mr. McDowell asked if there were any questions regarding the presentation of Revenue Fund Requisition 2020-90. **Mr. Brown moved, seconded by Mr. Galbraith to approve Revenue Requisition 2020-90 payable to SBWJA in the amount of \$84,599.33.** 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 January 2024.

**In-Home Inspections** - There were 25 in-home inspections completed in the month of January.

**Sewer Permits and/or Lateral Inspections** - Our maintenance department completed 12 sewer lateral inspections. The office staff received 16 new sewer permit applications in the amount of 16.00 EDUs and issued the permits.

**System Maintenance:**

Our staff spent a day applying stone to the driveway at Pump Station #15 (Sunnyside) and installed the new television in the meeting room.

The maintenance department installed new exterior lights at Pump Station #2 (Jacksonville Road), Pump Station #3 (Musser Lane) and Pump Station #8 (Zion Stover). Mr. Barton indicated the majority of time in January was spent jetting and videoing mainline and completing our annual inventory.

We completed routine maintenance on all suction lift pumps, performed annual gas chlorine system rebuilds and tested all chlorine alarms.

Mr. Barton and Mr. Miller met with the new owners of 100 Cobblestone Road to discuss any internal plumbing requirements we may have considering the new use of the property. A.R. Snyder Incorporated plans to operate a small coffee shop/restaurant at the property.

We attended a pre-job meeting to discuss the installation of gas mains at Logan Greene, Phase 1B. Our staff also met with Berks Homes and ELA Group to discuss remaining phases of Logan Greene and the possibility of eliminating the installation of a new pump station as previously proposed.

**Video Truck** – The Authority staff recorded a total of 6,090 feet of sewer mainline in January. This work was associated with the routine cleaning of the sewer mainlines.

**Vector Truck** – We also completed 6,090 feet of routine jetting and vacuum work for everything that flows to the Jacksonville Road Meter Pit. If the weather permits, Mr. Barton plans to continue routine cleaning and video work to the Logan Branch meter pit, Pleasant Gap and E. College Avenue areas.

**Sewer Extensions** – We continued project inspections at Logan Greene Phase 1B for the month of January. Our staff reviewed record drawings for Deerhaven Phase 3B and reviewed and approved record drawings for Harvest Meadows, section 3 & 4. The Authority had a total of 21.00 hours billed out in January for project inspections.

**Benner Township Water Authority** – The maintenance department flushed the mainline to the Benner Elementary School to maintain water quality in the mainline due to low usage over the Christmas holiday. We completed the annual chlorine system rebuilds and annual inventory. Our staff collected samples for bacteria testing at both systems and collected a sample for nitrate/nitrite testing from Grove Park. We responded to one (1) PA One Call in January.

**Inter Municipal Work** – We assisted in removing a brick from Bellefonte Borough's sewer mainline.

**Call Outs/ PA One Calls** – There were three (3) call outs for the month of January. A pump #2 failure was noted at Pump Station #7 (Zion Ridgecrest) and there was a high alarm at Pump Station #6A (Rockview Forestry). We also assisted with a sewer back up at 153 Clemens Lane. Mr. Barton ended the report with a total of 98 PA One Calls being located in January.

**2024 Ford F-350 Service Truck** – Mr. Barton spoke to a representative from D.K. Hostetler, Inc. regarding the status of our utility bed for the new Ford F-350 service truck and he informed Will the utility body may take an additional three (3) weeks from now to be installed.

**Maintenance Laborer** – There will be a new individual starting employment with the Authority on 2/14/2024. The new employee was previously employed at PennDOT.

**Line Reactors** – The line reactors were installed at Pump Station #6 (Rockview) and Pump Station #7 (Zion Ridgecrest). Mr. Barton stated they are working as intended with no issues.

#### **EXECUTIVE DIRECTOR'S REPORT:**

**Tapping Fees** – During the January 22, 2024 Board meeting Mr. Book indicated the tapping fees collected by this Authority are encumbered funds and should be segregated for replacement costs when lines fail. Mr. Miller reviewed this matter with Mr. Mix and it was noted the funds are available for use at the Board's discretion once the tapping fees are collected. The only tapping fees that would be considered encumbered funds are those collected with a plan for future projects/upgrades to our system. Mr. Miller reiterated that any general tapping fee funds collected, whether the Authority extends the public sewer and requires the connection or a developer extends a mainline and dedicates it to the Authority, can be utilized at the Board's discretion immediately.

Mr. Miller stated that he had a discussion with Mrs. Gill after the January 22, 2024 meeting and she reminded him that financial agencies will not permit the use of tapping fee revenue as secured monies when applying for a loan or creating a municipal bond.

**PA Game Commission – Operation & Maintenance Agreement** – The PA Game Commission has submitted their Operation & Maintenance Agreement and it will be presented to the Board for execution at the February 26, 2024 meeting. This agreement is being executed due to PA DEP’s regulations which 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 indicated the landowner, PA Game Commission, 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 landowner’s expense. Mr. Mix and Mr. Miller reviewed and approved the agreement.

**SOLICITOR’S REPORT:** Mr. Mix had nothing more to report.

**ENGINEER’ S REPORT:**

**Shiloh Road Sewer Extension Project** – Once the PA Game Commission’s Operation & Maintenance Agreement is approved, it will be included with their component III planning module that Gwin Dobson & Foreman (GD&F) is submitting to the PA DEP. The PA DEP has requested the PA Game Commission’s planning be approved before GD&F submits permits for the Shiloh Road project. Mr. Johnson is anticipating the permitting applications, for the Shiloh Road project, will be submitted by April.

**Annual Chapter 94 Report** – Mr. Johnson stated that Gwin Dobson & Foreman is currently working on the Authority’s annual Chapter 94 Report and plans to present it to the Board at the March 11, 2024 meeting.

**OLD BUSINESS:**

**Bank Signature Cards** – Mrs. Gill presented the Board with new bank signature cards that were required due to a change in officers. The bank signature cards were executed for Jersey Shore State Bank, Kish Bank and First National Bank.

**NEW BUSINESS:**

**American Rescue Plan Act of 2021-** Mr. Galbraith stated that he approached the Spring Township Manager, Mr. Danneker, requesting the township consider awarding our Authority a portion of their American Rescue Plan grant monies. Mr. Danneker will speak to the Supervisors.

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

**COMMITTEE REPORTS:**

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

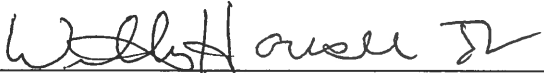
**Facilities Committee:** Mr. Houser had nothing to report.

**Financial Committee:** Mr. McMurtrie had nothing to report.

**ADJOURNMENT:**

**Mr. Hughes moved, seconded by Mr. Houser to adjourn the meeting at 7:23 p.m. 8 ayes, 0 nays, 1 absent. The motion carried.**

Respectfully submitted,

  
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Willis Houser Jr., Secretary

  
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Tasha L. Dutton, Recording Secretary

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