

# SPRING-BENNER-WALKER JOINT AUTHORITY

## REGULAR MEETING

March 25, 2024

### ATTENDANCE:

<b>AUTHORITY MEMBERS:</b>	<b>Spring</b>	Joseph Galbraith
		Rodney Maney
		Douglas McKee
		Chris McMurtrie
<b>Benner</b>	Brian Book	
	Willis Houser, Jr.	
<b>Walker</b>	Dennis Brown	
	Dennis McDowell	

**GUESTS:** Talaya Coffey, Rivka Wolin and John Kostas

**EXECUTIVE DIRECTOR:** N. Warren Miller

**EMPLOYEES:** Will Barton & Kelly Gill

### CALL TO ORDER:

The March 25, 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. Galbraith attended the meeting via phone. Mr. Hughes 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, Employees and Guests in the Pledge of Allegiance.

**APPROVAL OF MEETING MINUTES:**

Mr. McDowell asked the Board if there were any questions and/or changes to the March 11, 2024 meeting minutes as presented. **Mr. Houser moved, seconded by Mr. McMurtrie to approve the Minutes of the March 11, 2024 Regular Meeting as presented.** 8 ayes, 0 nays, 1 absent. **The motion carried.**

**CORRESPONDENCE:** There was no Correspondence presented for discussion.

**FINANCIAL REPORTS:**

**Treasurer's Report:** Mr. McMurtrie reviewed the financial reports for the period ending 02/29/2024. Mr. McDowell asked if there were any questions regarding the Treasurer's Report. **Mr. Book moved, seconded by Mr. Brown to approve the Treasurer's Report as presented.** 8 ayes, 0 nays, 1 absent. **The motion carried.**

**APPROVAL OF PAYMENTS:**

Approval of Requisitions:

**Revenue Fund Requisition 2020-93–** Mr. McMurtrie presented the Board with Revenue Requisition #2020-93 in the amount of \$606,396.77. Mr. McDowell asked if there were any questions regarding the presentation of Revenue Fund Requisition 2020-93. Mr. Book noted the payment to Bellefonte Borough for the 4<sup>th</sup> quarter 2023 billing was larger than typical and asked if it was due to higher flows. Mr. Miller indicated the 4<sup>th</sup> quarter billings are typically the Borough's largest and also noted that our Authority's flow represented 78% of the total treatment plant flow for the quarter, which is the highest it has ever been. Discussion was then held about the Borough's capital improvement billing for the 4<sup>th</sup> quarter 2023. **Mr. Book moved, seconded by Mr. Brown to approve Revenue Requisition 2020-93 payable to SBWJA in the amount of \$606,396.77.** 8 ayes, 0 nays, 1 absent. **The motion carried.**

**GUESTS:** There were no Guests wishing to address the Board.

**SYSTEM OVERVIEW:**

Mr. McDowell asked Mr. Barton if he had anything to report. Mr. Barton informed the Board that the Video Truck camera/crawler needed some repairs and was sent to A&H Equipment of Harrisburg to have the work completed. The repairs are estimated at \$1,600.00. Mr. Miller added that a circuit board and wheel bearing are bad.

Mr. Barton also reported that a tree will need professionally removed from the property at Pump Station #10 (Valley View) due to its close proximity to the power lines. Two (2) quotes have been received to date, with the lowest being \$1,500.00. Mr. Barton is currently waiting for two (2) additional quotes.

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

**Shiloh Road Sewer Extension Right-of-Ways** – Mr. Miller informed the Board that the Authority will start the process for obtaining the right-of-ways associated with Shiloh Road Sewer Extension project. Mr. Miller explained that with the Spring Creek project in 2000, the Authority hired a real estate appraiser to assist with determining the compensation paid to the property owner. The property appraisal listed a present value of the land and the diminished value of the land as a result of the public sewer extension, with the difference being issued to the property owner for obtaining the right-of-way.

Mr. Miller informed the Board that several sewer extension projects were completed in the years following and a property appraisal wasn't completed for those projects. Mr. Miller indicated right-of-way compensation was issued to those property owners based on a similar calculation for the Spring Creek project; however, he believes it would be in the Authority's best interest to have property appraisals completed for the Shiloh Road Sewer Extension project. Mr. Miller indicated approximately 60-65 right-of-ways will need obtained and he estimates the appraisals to cost the Authority around \$25K - \$30K. **Mr. Book moved, seconded by Mr. Houser to allow the Executive Director to seek prices from registered/certified appraisers to complete property appraisals as part of the Shiloh Road Sewer Extension project, select the best one and proceed with obtaining the appraisals.** 8 ayes, 0 nays, 1 absent. **The motion carried.** Mr. Book asked if the Authority Board will be provided with a table/spreadsheet identifying each property appraisal and the amount of compensation due for approval by the Authority Board. Mr. Miller agreed with Mr. Book's request and informed the Board that Mr. Mix is also starting the process of preparing the right-of-way agreements. Mr. Miller informed the Board that he will likely send out a request for proposal for the professional service.

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

**NEW BUSINESS:** There was no New Business presented for discussion.

## **QUESTIONS FOR THE EXECUTIVE DIRECTOR:**

**CPI Apprenticeship Program** – Mr. Galbraith inquired about the status of the apprenticeship program through CPI. Mr. Miller indicated Guy Woodard of CPI will be meeting with our new employee, Caleb Colley, this week to complete the paperwork for enrollment. Mr. Miller informed the Board that the reimbursement agreement isn't finalized at this time, but Mr. Colley understands that he will be required to sign the agreement once it's available. Mr. Colley will be attending CPI one afternoon per week.

**COMMITTEE REPORTS:**

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

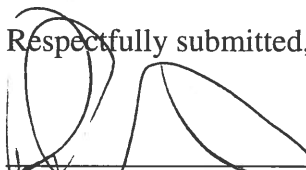
**Facilities Committee:** Mr. Houser had nothing to report.

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

**ADJOURNMENT:**

**Mr. Houser moved, seconded by Mr. McMurtrie to adjourn the meeting at 7:15 p.m. 8 ayes, 0 nays, 1 absent. The motion carried.**

Respectfully submitted,



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Rodney Maney, Assistant Secretary



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Kelly J. Gill, Recording Secretary

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