

SPRING-BENNER-WALKER JOINT AUTHORITY

REGULAR MEETING

August 26, 2024

ATTENDANCE:

AUTHORITY MEMBERS:	Spring	Joseph Galbraith Rodney Maney Douglas McKee Christie McMurtrie
	Benner	Brian Book Willis Houser, Jr. William Hughes
	Walker	Dennis Brown Dennis McDowell

GUESTS: None present

CONSULTANT: Ray Ceglar, Ceglar Appraisal & Consulting Services

CONSULTING ENGINEER: Steven Gibson, P.E.

EXECUTIVE DIRECTOR: N. Warren Miller

EMPLOYEES: Will Barton & Kelly Gill

CALL TO ORDER:

The August 26, 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 nine members present. 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, Professional services 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 August 12, 2024 meeting minutes as presented. **Mr. Galbraith moved, seconded by Mr. Brown to approve the Minutes of the August 12, 2024 Regular Meeting as presented. 9 ayes, 0 nays. 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 07/31/2024. 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. 9 ayes, 0 nays. The motion carried.**

APPROVAL OF PAYMENTS:

Approval of Requisitions:

Revenue Fund Requisition 2020-103– Mr. McMurtrie presented the Board with Revenue Requisition #2020-103 in the amount of \$420,047.83. Mr. McDowell asked if there were any questions regarding the presentation of Revenue Fund Requisition 2020-103. **Mr. Book moved, seconded by Mr. Hughes to approve Revenue Requisition 2020-103 payable to SBWJA in the amount of \$420,047.83. 9 ayes, 0 nays. The motion carried.**

Semi-Annual 2020 Bond Interest Payment – Mr. McMurtrie indicated the Authority's semi-annual 2020 bond interest and principal payment in the amount of \$549,193.13 was presented for approval at the meeting. Mr. McDowell asked if there were any questions regarding the bond payment. **Mr. Book moved, seconded by Mr. McDowell to approve the semi-annual 2020 bond interest and principal payment in the amount of \$549,193.13. 9 ayes, 0 nays. The motion carried.**

GUESTS: There were no Guests present.

EXECUTIVE SESSION – Mr. McDowell recessed the Board for an Executive Session at 7:05 p.m. to discuss real estate. The meeting reconvened at 7:58 p.m.

EXECUTIVE DIRECTOR'S REPORT:

Shiloh Road Sewer Extension Project:

Proposed Fair Compensation for Sewer Easements - Mr. Miller indicated that Mr. Ceglar's contract provided an estimated time frame for completion of the proposed fair compensation for the sewer easements by August 31, 2024; however, due to extenuating circumstances outside of Mr. Ceglar's control, the timeframe of the contract will need extended. **Mr. Book moved, seconded by Mr. Houser to extend the timeframe of the contract with Ray Ceglar d/b/a Ceglar Appraisal & Consulting Services until the Authority is ready to provide the additional information needed to complete the contracted work.** 9 ayes, 0 nays. **The motion carried.**

Town Hall Meeting – Mr. Miller informed the Board that he would like to have a town hall meeting with the property owners affected by the Shiloh Road Sewer Extension project to provide an update on the status of the project and discuss/review the sewer easements. The town hall meeting will likely be held at the Benner Township Municipal Building in September 2024. An invitation would be sent to each affected property owner. **Mr. McDowell moved, seconded by Mr. Brown to authorize Mr. Miller to set up a town hall meeting for the Shiloh Road Sewer Extension project.** 9 ayes, 0 nays. **The motion carried.**

SYSTEM OVERVIEW: Mr. McDowell asked Mr. Barton if he had anything to report.

Pump Station #7 (Zion Ridgecrest) PLC/VFD Issues – Mr. Barton informed the Board that Gorman Rupp has rescheduled their visit to investigate the issues surrounding the PLC/VFD at Pump Station #7 (Zion Ridgecrest) until September 4, 2024.

Pump Station #17 (Mews) – Mr. Barton informed the Board that one of the pumps at Pump Station #17 (Mews) burnt up and needs replaced at an estimated cost of \$7,000.00. Mr. Book inquired about what may have caused the issue and Mr. Barton indicated the pump had a high amp draw and he is unsure of the issue with the motor. Mr. Barton further stated that the pump is at Breon's in Pleasant Gap to determine if the motor can be rebuilt.

ENGINEER'S REPORT – Mr. Gibson had nothing to report.

OLD BUSINESS:

Revisions to Employee Personnel Handbook – The Board was provided with some red-lined changes to the Employee Personnel Handbook for their review and approval. Mrs. Gill indicated that most of the changes relate to clarifying current procedures being followed; however, the apprenticeship program was added along with the increase in annual boot allowance that was recently approved by the Board. Mr. Houser suggested a change be made on Page 14, third paragraph where it discusses a new employee be regarded as a probationary employee. Mr. Houser recommended changing the word “us” to “the Authority”. **Mr. Book moved, seconded by Mr. McMurtrie to approve the requested changes to the Employee Personnel Handbook as presented and amended.** 9 ayes, 0 nays. **The motion carried.**

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

EXECUTIVE SESSION – Mr. McDowell recessed the Board for an Executive Session at 8:06 p.m. to discuss personnel matters. The meeting reconvened at 8:24 p.m.

QUESTIONS FOR THE EXECUTIVE DIRECTOR:

Rockview Forestry Pump Station #6A Upgrades – Mr. Galbraith asked if SCI Rockview has been informed that the Authority will be moving forward with completing the upgrades to the Rockview Forestry Pump Station #6A and invoicing the PA Department of Corrections in connection with our existing agreement. Mr. Miller will follow up with SCI Rockview staff to inform them of the Board’s decision to proceed with the much-needed work.

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. Galbraith moved, seconded by Mr. Brown to adjourn the meeting at 8:32 p.m. 9 ayes, 0 nays. The motion carried.

Respectfully submitted,



Willis Houser, Jr., Secretary



Kelly J. Gill, Recording Secretary

CC: Benner Township _____
Spring Township _____
Walker Township _____