

SPRING-BENNER-WALKER JOINT AUTHORITY

REGULAR MEETING

December 9, 2024

ATTENDANCE:

AUTHORITY MEMBERS:

Spring	Joseph Galbraith Rodney Maney Douglas McKee Christie McMurtrie
Benner	Willis Houser, Jr. William Hughes
Walker	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 December 9, 2024, Regular Meeting of the Spring-Benner-Walker Joint Authority was called to order at 4:00 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 seven members present. Mr. Book was excused from the meeting and Mr. Hughes entered the meeting at 4:09 p.m. 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, 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 November 25, 2024 meeting minutes as presented. **Mr. Galbraith moved, seconded by Mr. McMurtrie to approve the Minutes of the November 25, 2024 Regular Meeting as presented. 7 ayes, 0 nays, 2 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 11/30/2024. Mr. McDowell asked if there were any questions regarding the Treasurer's Report. Mrs. Gill stated the Treasurer's Report is not based on reconciled bank accounts as she did not receive all of the bank statements prior to the meeting. **Mr. Galbraith moved, seconded by Mr. Maney to approve the Treasurer's Report as presented. 7 ayes, 0 nays, 2 absent. The motion carried.**

APPROVAL OF PAYMENTS:

Approval of Requisitions:

Revenue Fund Requisition 2020-110– Mr. McMurtrie presented the Board with Revenue Requisition #2020-110 in the amount of \$55,712.88. Mr. McDowell asked why the manlift was rented from Sunbelt Rentals. Mr. Miller indicated the manlift was used to remove trees, near the railroad tracks, in Sunnyside. Mr. McDowell asked if there were any additional questions regarding the presentation of Revenue Fund Requisition 2020-110. **Mr. Brown moved, seconded by Mr. McDowell to approve Revenue Requisition 2020-110 payable to SBWJA in the amount of \$55,712.88. 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 November 2024.

In-Home Inspections - There were 35 in-home inspections completed in the month of November.

Sewer Permits and/or Lateral Inspections - Our maintenance department completed 12 sewer lateral inspections. The office staff received 11 new sewer permit applications in the amount of 14.64 EDUs and issued the permits.

System Maintenance:

Mr. Miller and Mr. Barton attended a meeting on 11/01/2024 to discuss the Autumn Ridge Subdivision (Robert Port Property), which will be located along Zion Road in Spring Township. A meeting was also held with PennTerra Engineering to discuss gravity sewer being installed to the new Candlewood Hotel at the intersection of Benner Pike and Amberleigh Lane.

The maintenance department completed the grinder pump station start up at the new Geisinger Bellefonte Medical Clinic on Buckaroo Lane. We inspected the grease trap at the Centre County Correctional Facility and noted deficiencies with the baffles, which were replaced and reinspected. Mr. Barton indicated the repairs made to the baffles should assist with the prison's grease issues that Mr. Miller discussed at the November 25, 2024 Board meeting.

Our staff removed multiple trees that were crowding our manholes along the creek in Sunnyside.

The old waste oil burner was removed from the back shop and the new one was installed. We repaired blower #1 at Pump Station #6 (Rockview) and cleared all of our right-of-ways.

Video Truck – We recorded 681 feet of new sewer main for Glenn O. Hawbaker at Cleveland Brothers in Milesburg and 1,340 feet of sewer main for Centre Hall Potter Sewer Authority. Our staff also recorded 1,898 feet of new sewer mainline at Shady Lane Estates, Phase 1. The Authority recorded a total of 3,919 feet for the month of November.

Sewer Extensions – We flushed, videoed and mandrel tested Shady Lane Estates, Phase 1 and we reviewed and approved as-builts for this development. Our staff also reviewed and redlined construction drawings for Bridleridge , Phase 1.

Inter Municipal Work – The Authority jetted a storm drain on Barns Lane for Benner Township and recorded 1,340 feet of sewer main for Centre Hall Potter Sewer Authority.

Benner Township Water Authority – We finished painting the fire hydrants and collected samples for bacteria testing at both systems. Our staff completed two (2) water service line inspections and cleared BTWA's right-of-ways. There was (1) PA One Call located in November.

Call Outs/ PA One Calls – There were no call outs for the month of November. Mr. Barton ended the report with a total of 90 PA One Calls being located in November.

Cleanout Relocation for Bridge Replacement Project on Railroad Street Over Buffalo Run - Mr. Barton indicated the relocation of the cleanout affected by the bridge replacement project on Railroad Street over Buffalo Run in Bellefonte Borough is planned for next week. The restoration work will follow in the spring.

Painting of Fire Hydrants – Mr. McDowell asked who pays for the maintenance and testing of Benner Township Water Authority's fire hydrants. Mr. Miller stated that Benner Township Water Authority is financially responsible for the fire hydrants.

Mr. Hughes entered the meeting at 4:09 p.m.

EXECUTIVE DIRECTOR'S REPORT:

RFP – Legal Services – The request for proposal for legal services for the period of February 1, 2025 through December 31, 2025 were sent on December 3, 2024. It was noted the proposals are due by January 3, 2025 at 3:00 p.m. Mr. Miller suggested a committee of several Board members and Mrs. Gill be formed to assist in the selection process of the solicitor. Mr. McDowell suggested the Personnel Committee being utilized for the selection process. The Authority staff will forward copies of the proposals to the Board once they become available. Mr. Miller stated that a decision will be required by the second meeting in January.

SOLICITOR'S REPORT:

Shiloh Road Sewer Extension Easements – Mr. Mix stated that Mrs. Gill will be sending letters to the residents affected by the Shiloh Road Sewer Extension later this week. The letters will include proposed Easements and Right-of-Way Agreements.

ENGINEER' S REPORT:

NPDES Permit – Gwin Dobson & Foreman (GD&F), is still waiting for written comments from PA DEP regarding the NPDES Permit for the Shiloh Road Sewer Extension Project. Mr. Johnson stated GD&F is unable to respond to PA DEP's deficiencies for the Chapter 105 and Chapter 106 permitting until they receive PA DEP's written response to the NPDES Permit. Ms. Weitzel spoke with a representative from PA DEP regarding this matter and they recommended GD&F request an extension.

PennDOT Highway Occupancy Permit – GD&F received the highway occupancy permit for the Shiloh Road Sewer Extension Project from PennDOT last week.

Rockview Forestry Pump Station #6A Upgrades – GD&F completed the survey work for the upgrades at Rockview's Forestry Pump Station #6A.

Zion Back Road Sewer Line Extension Proposal – Mr. Johnson stated that GD&F is unable to complete the survey work for the sewer extension to facilitate the proposed Zion Manor Development and Deerhaven Development in Walker Township due to the corn not being harvested.

OLD BUSINESS:

2025 Budget – Mr. McDowell asked if there were any adjustments made to the budget. Mrs. Gill indicated there were modifications made to the 2025 Budget due to the recent purchase of a new waste oil burner.

#87300 (Capital Improvements/Other) - Mrs. Gill stated the Authority was forced to purchase the new Clean Burn Waste Oil Burner early; therefore, it was removed from line item #87300 (Capital Improvements/Other) and as a result of this line item #50101 (Sewer Rental) was decreased by \$15,000.00.

Mr. McDowell asked if there were any additional questions concerning the 2025 Budget as presented. **Mr. Galbraith moved, seconded by Mr. Brown to adopt the 2025 Budget as presented in the amount of \$7,944,900.00.** 8 ayes, 0 nays, 1 absent. **The motion carried.**

Employee Gift Cards – Mr. Brown indicated the Authority provided the employees with gift cards for a local grocery store for the holidays last year; therefore, he would recommend the Board consider providing the employees with gift cards again this year. **Mr. Brown moved, seconded by Mr. McKee to approve the purchase of \$225.00 gift cards from Weis Markets for every employee at Spring Benner Walker Joint Authority.** 8 ayes, 0 nays, 1 absent. **The motion carried.**

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

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.

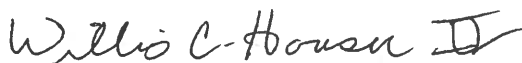
Facilities Committee: Mr. Houser had nothing to report.

Financial Committee: Mr. McMurtrie had nothing to report.

ADJOURNMENT:

Mr. Brown moved, seconded by Mr. Hughes to adjourn the meeting at 4:29 p.m. 8 ayes, 0 nays, 1 absent. The motion carried.

Respectfully submitted,



Willis Houser, Jr., Secretary



Tasha L. Dutton, Recording Secretary

CC: Benner Township _____
Spring Township _____
Walker Township _____