

SPRING-BENNER-WALKER JOINT AUTHORITY

REGULAR MEETING January 13, 2025

ATTENDANCE:

AUTHORITY MEMBERS:

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

GUESTS: None present

CONSULTING ENGINEER: Steven Gibson, P.E.

CONSULTING SOLICITOR: Robert Mix, Esq.

EXECUTIVE DIRECTOR: N. Warren Miller

EMPLOYEES: Will Barton, Tasha Dutton & Kelly Gill

CALL TO ORDER:

The January 13, 2025, 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 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 and Employees in the Pledge of Allegiance.

ELECTION OF OFFICERS: Mr. McDowell appointed Robert A. Mix, Temporary Chairman, to conduct the election of officers for 2025. Mr. Mix opened the nominations. **Mr. Maney nominated a slate of officers be approved for 2025. The officers will consist of Dennis McDowell for Chairman, Christie McMurtrie for Treasurer, Willis Houser, Jr. for Secretary, Joseph Galbraith for Vice Chairman, Rodney Maney for Assistant Secretary and Dennis Brown for Assistant Treasurer, Mr. Houser seconded the nomination. With no other nominations, Mr. Maney moved, seconded by Mr. Houser, that nominations for the 2025 slate of officers be closed. 9 ayes, 0 nays.**

Mr. Mix turned the meeting over to Mr. McDowell, Chairman.

Retaining Professional Services for 2025 – Mr. McDowell moved, seconded by Mr. Brown to retain Consulting Engineer – Gwin Dobson & Foreman and Accountant – Baker Tilly US, LLP for 2025. 9 ayes, 0 nays. The motion carried.

Retaining Professional Services for 2025 – Mr. Galbraith stated the personnel committee had a meeting on 01/10/2025 to review and discuss the proposals for legal services that Beard Law Company and Miller, Kistler & Campbell submitted. The personnel committee recommended Miller, Kistler & Campbell due to the availability of multiple solicitors and their fee schedule. Mr. Book asked Mr. Mix if he would be willing to provide legal services until the new solicitor starts in February. Mr. Mix stated he would be willing to remain the Authority's solicitor thru January 31, 2025. Mr. Galbraith recommended Mr. Mix's hourly rate be equivalent to the new fee schedule for legal services. Mr. Galbraith moved, seconded by Mr. Brown to appoint Miller, Kistler & Campbell as the Authority's Solicitor for 2025 effective February 1, 2025 and that Mr. Mix will be compensated an equivalent hourly wage as provided on Miller, Kistler & Campbell's fee schedule for the remainder of his legal services. 9 ayes, 0 nays. The motion carried.

APPROVAL OF MEETING MINUTES:

Mr. McDowell asked the Board if there were any questions and/or changes to the December 9, 2024 meeting minutes as presented. **Mr. Galbraith moved, seconded by Mr. Maney to approve the Minutes of the December 9, 2024 Regular Meeting as presented. 9 ayes, 0 nays. The motion carried.**

CORRESPONDENCE:

Miller, Kistler & Campbell, Inc. - We received a response to the request for proposal for legal services from David Gaines, Jr., Miller, Kistler & Campbell. The Authority was provided a proposal for legal services for 2025.

PennTerra Engineering, Inc. - We received a letter from John Sepp, PennTerra Engineering, requesting a letter of intent to provide sewer service for the proposed Benner Pike Car Wash. The proposed project will be located at the intersection of Amberleigh Lane and Benner Pike in Benner Township. Penn Terra Engineering provided the Authority with an executed EDU Assessment Form to assist in determining the total number of EDUs required for this project. *Mr. Sepp was provided with a letter of intent in the amount of 14.08 EDUs for the proposed project in Benner Township on December 30, 2024.*

Beard Law Company – We received a response to the request for proposal for legal services from Rodney A. Beard, Beard Law Company. The Authority was provided a proposal for legal services for 2025.

Gwin, Dobson & Foreman, Inc./PA DEP – We received an email from Maggie Weitzel, Gwin, Dobson & Foreman (GD&F), indicating that PA DEP will consider Walnut Grove Alliance’s questions regarding the Shiloh Road Project as part of the NPDES Permitting process. PA DEP indicated the questions are from an outside entity and they would not require action from the applicant. Mr. Gibson stated PA DEP’s email in reference to the NPDES Permit will require GD&F to respond to Walnut Grove Alliance’s questions regarding the Shiloh Road Sewer Extension Project but will not require GD&F to respond to the Walnut Grove Alliance group directly.

APPROVAL OF PAYMENTS:

Approval of Requisitions:

Revenue Fund Requisition 2020-111 – Mr. McMurtrie presented the Board with Revenue Requisition #2020-111 in the amount of \$169,441.08. Mr. McDowell asked if there were any questions regarding the presentation of Revenue Fund Requisition 2020-111. **Mr. Book moved, seconded by Mr. Hughes to approve Revenue Requisition 2020-111 payable to SBWJA in the amount of \$169,441.08. 9 ayes, 0 nays. 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 December 2024.

In-Home Inspections - There were 24 in-home inspections completed in the month of December.

Sewer Permits and/or Lateral Inspections - Our maintenance department completed six (6) sewer lateral inspections. The office staff received nine (9) new sewer permit applications in the amount of 9.00 EDUs and issued the permits.

System Maintenance – The maintenance department replaced a casting on manhole C-7A in Sunnyside due to root intrusion and attended a pre-construction meeting for Logan Greene Phase 2A. A new pressure transmitter was installed on the level control system at Pump Station #6 (Rockview). Our staff has been performing annual cleaning at all of our pump stations and rebuilding chlorine pumps. We also installed the new waste oil burner in the back shop.

Video Truck – We recorded 3,965 feet of mainline in Benner Commerce.

Benner Township Water Authority – Our staff read the meters at Hampton Hills, Grove Park and Peru. We collected bacteria samples from both water systems and exercised our quarterly blowoffs. The maintenance department flushed the mainline to the Benner Elementary School and Benner Township to maintain water quality in the mainline due to low usage over the Christmas holiday. Hull's Well Drilling installed a new well pump at Grove Park. Our staff installed a VFD at Grove Park to assist with the new nitrate removal system. There were two (2) PA One Calls located in December.

Vector Truck – We cleaned and jetted 3,965 feet of mainline in Benner Commerce and jetted 4,920 feet of our meter pits. The Authority jetted a total of 8,885 feet for the month of December.

Call Outs/ PA One Calls – There were seven (7) callouts for the month of December. There were two (2) emergency PA One Call locates and two (2) grinder pump alarms. Our personnel responded to three (3) phase loss alarms at Pump Station #14 (Litke) due to power issues, which were a result of the power company. Mr. Barton ended the report with a total of 66 PA One Calls being located in December.

Grove Park Well House Permit – Mr. Book asked if a permit was obtained for the work that was completed at the Grove Park Well House. Mr. Barton indicated Benner Township Water Authority's engineer, Stiffler McGraw, obtained a permit for the new pump, VFD and nitrate removal system.

EXECUTIVE DIRECTOR'S REPORT:

Former Lutz Farm – Mr. Miller indicated someone has reached out to the Authority asking about the availability of public sewer service to the former Lutz Farm along State Route 550 in Spring Township.

Emergency Generators/New Development – Mr. Miller indicated there will be multiple parcels of land being developed in the near future and several of the developments will require submersible pump stations be installed. Mr. Miller stated that our current rules and regulations require all submersible pump stations be equipped with portable emergency generators at the developer's expense. Mr. Miller stated that having multiple portable/tow behind generators can be expensive to maintain and that the Authority is lacking storage space for the equipment; therefore, he would like to revise our rules and regulations. It has been recommended that a developer may be required to provide a payment of a fee in an amount equal to or lesser than the cost of a new portable/tow behind generator in lieu of providing a new portable/tow behind generator to the Authority. It was also noted that this decision could only be made at the Authority's discretion. Mr. Miller and Mr. Mix will revise the emergency generators portion of our rules and regulations and will provide them to the Board for approval at a future meeting.

SOLICITOR'S REPORT:

Thank You – Mr. Mix thanked the Authority for retaining him as their solicitor for the last twenty plus years.

ENGINEER'S REPORT:

NPDES Permit – Gwin Dobson & Foreman (GD&F) received written comments, around Christmas, from PA DEP regarding the NPDES Permit. Mr. Gibson stated that GD&F are currently working on responses to the comments and have asked PA DEP for an extension for the resubmission deadline. The new resubmission deadline for the NPDES Permit will be 03/22/2025.

Easements for Shiloh Road Sewer Road Area Sewer Extension – Mr. Gibson and Mr. Miller have been meeting with property owners regarding their easements. GD&F have updated approximately 12 easements and may have one (1) or two (2) more easements that are outstanding.

Rockview Forestry Pump Station #6A Upgrades – GD&F has completed the base mapping and they are working through the design request for pumping equipment.

Zion Back Road Sewer Line Extension – GD&F completed survey work last week for the Zion Back Road Sewer Line Extension and will be working on the preliminary base mapping as well.

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

NEW BUSINESS:

Sewer Extension Agreement Logan Greene, Phase 2A (28 EDUs) - Mr. Miller indicated the developer for Logan Greene Phase 2A is ready to proceed with their mainline sewer extension. **Mr. Book moved, seconded by Mr. McDowell to approve the Sewer Extension Agreement for Logan Greene Phase 2A in the amount of 28 EDUs.** 9 ayes, 0 nays. **The motion carried.**

Shady Lane Estates, Phase 1 (40 EDUs) – Mr. Miller indicated Shady Lane Estates, Phase 1 in the amount of 40 EDUs has met all of our requirements and is ready for approval. **Mr. Book moved, seconded by Mr. Galbraith to approve the Agreement of Dedication for Shady Lane Estates, Phase 1 in the amount of 40 EDUs.** 9 ayes, 0 nays. **The motion carried.**

EXECUTIVE SESSION – Mr. McDowell recessed the Board for an Executive Session at 4:46 p.m. to discuss real estate and legal matters. The meeting reconvened at 5:27 p.m.

Contract Termination – **Mr. Brown moved, seconded by Mr. Maney to start the process to terminate the contract with the Benner Township Water Authority by issuing a 30-day termination of contract notice to the Benner Township Water Authority and the Benner Township Board of Supervisors.** 9 ayes, 0 nays. **The motion carried.**

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

Committee Appointments - Mr. McDowell stated that he would like to keep the committees as they are.

COMMITTEE REPORTS:

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

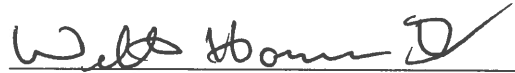
Facilities Committee: Mr. Houser had nothing to report.

Financial Committee: Mr. McMurtrie had nothing to report.

ADJOURNMENT:

Mr. Book moved, seconded by Mr. Brown to adjourn the meeting at 5:30 p.m. 9 ayes, 0 nays. The motion carried.

Respectfully submitted,



Willis Houser, Jr., Secretary



Tasha L. Dutton, Recording Secretary

CC: Benner Township _____
Spring Township _____
Walker Township _____

Spring-Benner-Walker Joint Authority

2025 OFFICERS & MEMBERS

OFFICERS:

Dennis McDowell –Chairman
Joseph Galbraith – Vice Chairman
Willis Houser, Jr. –Secretary
Rodney Maney – Assistant Secretary
Christie McMurtrie – Treasurer
Dennis Brown - Assistant Treasurer

MEMBERS:

Brian Book
William Hughes
Douglas McKee

Spring-Benner-Walker Joint Authority

2025 COMMITTEES & MEMBERS

PERSONNEL & COMMUNITY RELATIONS:

Joseph Galbraith, Chairman
Dennis Brown, Member
Rodney Maney, Member
Douglas McKee, Member

FACILITIES:

Willis Houser, Jr., Chairman
Brian Book, Member
William Hughes, Member

FINANCIAL:

Chris McMurtrie, Chairman
Dennis Brown, Member

Dennis McDowell, Chairman of the Board will serve on all committees