

SPRING-BENNER-WALKER JOINT AUTHORITY

REGULAR MEETING

February 24, 2025

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

EXECUTIVE DIRECTOR: N. Warren Miller

EMPLOYEES: Kelly Gill

CALL TO ORDER:

The February 24, 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 eight members present. Mr. Book entered the meeting at 4:01 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.

PLEDGE 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 February 10, 2025 meeting minutes as presented. **Mr. Brown moved, seconded by Mr. Maney to approve the Minutes of the February 10, 2025 Regular Meeting as presented.** 8 ayes, 0 nays, 1 absent. **The motion carried.**

Mr. Book entered the meeting at 4:01 p.m.

CORRESPONDENCE:

PA Game Commission – We received an email and license agreement from Sharon DeVos, PA Game Commission, for the Right-of-Way associated with the 2” sanitary sewer force main serving the PA Game Commission on State Game Land No. 333. Mr. Miller indicated this is a standard license agreement the Commonwealth uses in lieu of a right-of-way agreement. **Mr. Brown moved, seconded by Mr. Maney to approve a License for Right-of-Way Agreement with the PA Game Commission through State Game Land No. 333 in Benner Township, Centre County as presented.** 9 ayes, 0 nays. **The motion carried.**

FINANCIAL REPORTS:

Treasurer’s Report: Mr. McMurtrie reviewed the financial reports for the period ending 01/31/2025. Mr. McDowell asked if there were any questions regarding the Treasurer’s Report. **Mr. Book moved, seconded by Mr. Maney to approve the Treasurer’s Report as presented.** 9 ayes, 0 nays. **The motion carried.**

APPROVAL OF PAYMENTS:

Approval of Requisitions:

Revenue Fund Requisition 2020-114– Mr. McMurtrie presented the Board with Revenue Requisition #2020-114 in the amount of \$82,668.97. Mr. McDowell asked if there were any questions regarding the presentation of Revenue Fund Requisition 2020-114. **Mr. Book moved, seconded by Mr. Brown to approve Revenue Requisition 2020-114 payable to SBWJA in the amount of \$82,668.97.** 9 ayes, 0 nays. **The motion carried.**

Semi-Annual 2020 Bond Interest Payment – Mr. McMurtrie indicated the Authority’s semi-annual 2020 bond interest payment in the amount of \$100,393.13 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. Brown to approve the semi-annual 2020 bond interest payment in the amount of \$100,393.13.** 9 ayes, 0 nays. **The motion carried.**

GUESTS: There were no Guests present for the meeting.

EXECUTIVE DIRECTOR'S REPORT:

Shiloh Road Sewer Extension Project:

Right-of-Way Agreements/Easement Compensation – Following the last meeting, notices were mailed to each of the property owners associated with the Shiloh Road Sewer Extension Project who have not executed their easements. A deadline of March 14, 2025 was provided for obtaining the easements.

Mr. Miller indicated that Mrs. Gill prepared an excel spreadsheet that provides details for each easement and the amount of compensation being offered. The excel spreadsheet was reviewed with the board during the meeting. There is a total of 59 permanent and 32 temporary easements needed for the project. To date, the Authority has received twelve (12) permanent and ten (10) temporary easements. Mr. Miller stated he has received several calls about scheduling on-site meetings to review/discuss the easements and Mrs. Gill has received many phone calls inquiring about having the documents notarized.

Project Permitting - Discussion was then held about the PA DEP's new riparian buffer requirements and Mr. Miller stated the PA Game Commission has confirmed they are not interested in providing a conservation easement on their property to satisfy the buffer requirements. Mr. Miller indicated the Authority has a few other options to explore for the conservation easement.

Act 57 Study Updates – Mr. Book inquired about the status of the Act 57 study update that Gwin, Dobson & Foreman (GD&F) is preparing. Mrs. Gill stated that she is in the process of locating all documentation to provide the required information to GD&F to complete the study. Mrs. Gill stated that there have been delays due to the office workload and the limited staff completing the work. Mr. Book then asked if GD&F's contract requires them to segregate the Shiloh Road project costs for the possibility of enacting a special district tapping fee. Mr. Miller stated no, but the Authority has the option to do so once all costs have been established.

Office Clerk/Secretary Position – Mrs. Gill informed the Board that Melissa White will begin employment with our Authority on March 3, 2025.

Maintenance Laborer – Mr. Miller informed the Board that we are currently looking to fill some positions in the maintenance department. Mr. Miller requested an executive session be held to discuss personnel.

EXECUTIVE SESSION -Mr. McDowell recessed the Board for an Executive Session at 4:38 p.m. to discuss Personnel. The meeting reconvened at 5:00 p.m.

OLD BUSINESS:

Benner Township Water Authority (BTWA) Contract Termination – Mr. McDowell asked if the BTWA is working diligently towards locating a contractor to complete their work. Mr. Miller stated yes. Mrs. Gill stated that during last week's BTWA board meeting the Authority board finalized a letter which will be sent to a few neighboring water authorities in the area to see if they may be interested in providing those services. Contact is also being made with every township and/or borough in Centre County requesting information about who provides their operation, maintenance and management duties associated with their water services. Mrs. Gill confirmed that they are working diligently towards locating a replacement contractor.

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.

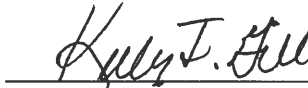
ADJOURNMENT:

Mr. Brown moved, seconded by Mr. Maney to adjourn the meeting at 5:06 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 _____