

SPRING-BENNER-WALKER JOINT AUTHORITY

REGULAR MEETING

March 24, 2014

ATTENDANCE:

AUTHORITY MEMBERS:

Spring	Gregg Heny Ted Onufrak Jason Scott Dondi Smeltzer
Benner	Dan Hoffman William Hughes Timothy Miller
Walker	Dennis McDowell Joseph Swanderski

GUESTS: None

EXECUTIVE DIRECTOR: N. Warren Miller

CONSULTING ENGINEER: Andy Johnson, P.E.

EMPLOYEES: Kelly Gill

CALL TO ORDER:

The March 24, 2014, Regular Meeting of the Spring-Benner-Walker Joint Authority was called to order at 7:00 P.M. by Timothy Miller, Chairman. Mr. T. Miller thanked everyone for attending and stated that the meeting would be recorded for transcription.

ROLL CALL:

William Hughes, Secretary, took Roll Call, recording nine members present. Mr. T. Miller, Chairman, noted that with a quorum present, the Spring-Benner-Walker Joint Authority was permitted to conduct business under the laws of Pennsylvania.

WELCOMING OF NEW BOARD MEMBER: Mr. T. Miller welcomed Joseph Swanderski to the Board as he was recently appointed by the Walker Township Supervisors.

PLEDGE OF ALLEGIANCE:

Mr. T. Miller, Chairman, led the Board members and Employees in the Pledge of Allegiance.

APPROVAL OF MEETING MINUTES:

Mr. T. Miller asked the Board if there were any questions and/or changes to the March 10, 2014 meeting minutes as presented. **Mr. Hoffman moved, seconded by Mr. Smeltzer to approve the Minutes of the March 10, 2014 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. Onufrak reviewed the financial reports for the period ending 02/28/2014. Mr. Swanderski asked if he could schedule a meeting with the Authority personnel for an overview of the budget to gain a better understanding of the Authority's operations. Mr. W. Miller indicated he would welcome the opportunity to meet with Mr. Swanderski and also recommended a tour of the system. Mr. T. Miller suggested there may be other board members interested in attending the meeting and/or tour.

Mr. Smeltzer referenced the expenses exceeding the income for the timeframe of the report and indicated he doesn't ever recall seeing this occur since he has served on the Authority Board. Mr. W. Miller explained that our Authority typically doesn't receive the Borough's 4th quarter treatment plant billing until April or May each year, which allows our income to build, but this year we received it within a timely manner. Mrs. Gill also informed the Board that until 2014 the capital costs at the treatment plant were paid from System Reserves, which were identified within the budget as an expense, but were offset by an income account as recommended by our auditor. When preparing the 2014 budget, the upgrades to the treatment plant were included as a Capital Improvement expense, in lieu of using cash reserves.

With no further questions or comments, **Mr. McDowell moved, seconded by Mr. Hughes to approve the Treasurer's Report as presented.** 9 ayes, 0 nays. **The motion carried.**

APPROVAL OF PAYMENTS:

Approval of Requisitions:

Revenue Fund Requisition 2012-29 - Mr. Scott moved, seconded by Mr. Swanderski to approve Revenue Requisition 2012-29 payable to SBWJA in the amount of \$34,450.01.

Mr. Heny referenced the two line items to West Penn Power and wanted to know if that was for two different months of service. Mr. W. Miller indicated that we receive over 22 electric bills throughout a month with different due dates. As a result the bills are lumped together as much as possible, but our Authority still has to mail multiple checks because of the due date.

Mr. Swanderski noted the payment to Gwin, Dobson & Foreman that includes the Wasteload Management Report and wanted to know if that was completed for all of the Townships. Mr. Johnson indicated the report covers everything that is contributed from the Authority to Bellefonte Borough's Treatment Plant, which is required on an annual basis. Our Authority completes the report, provides a copy to Bellefonte Borough for them to incorporate within their report and also submits a copy to the PA DEP directly.

9 ayes, 0 nays. **The motion carried.**

GUESTS: There were no Guests present for the meeting.

EXECUTIVE DIRECTOR'S REPORT:

Board Member Appointment – Mr. W. Miller welcomed Mr. Swanderski to the Board and indicated he looked forward to working with him.

Musser Subdivision – Our Authority recently received a request for information through the Right-to-Know Law from attorney Dan McGee, who is representing Joseph Musser. Mr. Musser owns a subdivision located along Feidler Road within Spring Township, just off of Weaver Hill Road.

Mr. W. Miller explained that the subdivision was originally approved in the 1980s without a sewer plan. Some of the lots were sold and the property owners attempted to install an on-lot system; however, the groundwater was tested and indicated a high level of nitrogen. The PA DEP will not allow the installation of an on-lot system when there is a high level of nitrogen in the groundwater. There are some new zero nitrogen discharge on-lot systems available, but they are very expensive.

Mr. W. Miller continued to explain that this area was included within Spring Township's Act 537 Plan in 2001-2002 for public sewer; however, the Spring Township Supervisors felt that the lots were large enough to accommodate an alternate on-lot system and had our Authority remove this area from the Act 537 Plan that was approved in 2003.

Mr. McGee collected some information from our office regarding the Musser Subdivision and Mr. W. Miller is unsure how things will evolve from this point forward. In the past, this Authority has been contacted by numerous property owners along Bending Oak Drive inquiring about the possibility of public sewer.

Industrial Appraisal – Our Authority has received a quote from Industrial Appraisal to complete an on-site re-appraisal of our system for \$6,400. The initial appraisal was completed in 1999 and the last re-appraisal was completed in 2006. Mr. W. Miller stated it is an industry standard used mainly for insurance purposes and is also updated on an annual basis for approximately \$300. **Mr. Smeltzer moved, seconded by Mr. Hughes to approve Industrial Appraisal's quote in the amount of \$6,400 to complete an on-site re-appraisal of the Authority's system.** 9 ayes, 0 nays. **The motion carried.**

Fee Schedule – The Authority staff has contacted many of the surrounding municipalities inquiring about fees assessed to customer accounts as a result of late notices and has received a mixed number of responses. We are considering instituting fees in association with mailing certified termination notices, posting properties and late letters. Mr. W. Miller suggested not making any changes at this time; however, further consideration will be made in the future.

Video Truck Quotes – Mr. W. Miller incorporated the purchase of a new Video Truck in the 2014 budget and has recently received quotes from A&H Equipment and Golden Equipment. Both bids included the trade-in of our existing video truck and A&H Equipment provided the low quote of \$133,720.92 with a Freightliner Sprinter Van chassis through the Co-Stars State Contract. Mr. W. Miller explained the camera can be completely removed from the van and can be used with a generator for walking our system, which is beneficial with those hard to reach areas that the video vehicle cannot access. Once the order is placed, it will be three to four months until we receive the video truck. **Mr. Onufrak moved, seconded by Mr. Hughes to approve the purchase of a Video Truck from A&H Equipment based on their quote of \$133,720.92.** 9 ayes, 0 nays. **The motion carried.**

In-Home Inspections – The Authority will be focusing on the Buffalo Run drainage basin for the next round of In-Home Inspections starting in April 2014. Most of the connections in this area are part of the original contract from the 1980s.

SEO Conference – Mr. W. Miller thanked the Board for allowing him to attend the annual SEO conference in Harrisburg and missing the first board meeting in March. Mr. W. Miller indicated the conference was very informative and there was extensive discussion regarding septage management plans.

Website Updates – Mr. W. Miller reviewed the Authority’s website with the Board as a result of recent updates completed by Mrs. Weber. The Board was pleased with the updates to the website and thanked Mrs. Weber for an outstanding job.

SCADA Alarm - The Authority received notification that the Wonderware software that currently runs our SCADAalarm (autodialer) is outdated and no longer supported to run with Windows XP. Keystone Engineering has provided our Authority with a quote of \$15,150 to update the software for compatibility and provide new hardware. Mr. W. Miller indicated this work wouldn’t need completed until later this year; therefore, no action was necessary at this time.

ENGINEER’S REPORT:

Zion/Mingoville Study – Mr. Johnson met with Mr. W. Miller to review the Zion/Mingoville Study and they have concluded that approximately 60% of the gravity sewers referenced in the study have been corrected to date. Mr. Johnson is preparing estimates to relocate Pump Station #7 (Zion Ridge) away from the development to allow for the construction of a 150,000 gpd equalization tank. Equalizing the flow will permit us to use the existing pumps and accommodate the anticipated additional flows from the Walker Township area.

OLD BUSINESS:

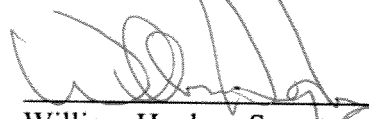
Meeting with Townships – Mr. T. Miller stated there were four members absent during the last board meeting when discussion was held regarding the possibility of hosting a meeting, at the Mount Nittany Inn, with the Supervisors from the three incorporating Townships to discuss any concerns they may have with our Authority. Mr. T. Miller has given this further thought and suggested a dinner in a public setting may not be practical; therefore, he would welcome any suggestions by any Board members or Township Supervisors to work cooperatively towards strengthening our relationship with the Townships.

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

ADJOURNMENT:

Mr. Smeltzer moved, seconded by Mr. Hughes to adjourn the meeting at 8:15 p.m. 9 ayes, 0 nays. The motion carried.

Respectfully submitted,



William Hughes, Secretary



Kelly J. Gill, Recording Secretary

CC: Benner Township _____
Spring Township _____
Walker Township _____

> 4/15/14
JTD