

SPRING-BENNER-WALKER JOINT AUTHORITY

REGULAR MEETING

April 22, 2019

ATTENDANCE:

AUTHORITY MEMBERS:	Spring	Joseph Galbraith Gregg Heny Chris McMurtrie Dondi Smeltzer
	Benner	Brian Book Dan Hoffman Timothy Miller
	Walker	Dennis McDowell Joseph Swanderski

GUESTS: None present

EXECUTIVE DIRECTOR: N. Warren Miller

EMPLOYEES: Kelly Gill

CALL TO ORDER:

The April 22, 2019, 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:

Dondi Smeltzer, 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.

APPROVAL OF MEETING MINUTES:

Mr. McDowell asked the Board if there were any questions and/or changes to the April 8, 2019 meeting minutes as presented. **Mr. Galbraith moved, seconded by Mr. Heny to approve the Minutes of the April 8, 2019 Regular Meeting as presented. 9 ayes, 0 nays. The motion carried.**

CORRESPONDENCE:

First National Bank – We received a notice from First National Bank indicating the Authority's three month Certificate of Deposit is maturing on 04/17/2019. Mr. W. Miller informed the Board that the original amount of this CD and the interest earnings were rolled over into a new three month CD earning an interest rate of 2.49%.

FINANCIAL REPORTS:

Treasurer's Report: Mr. Heny reviewed the financial reports for the period ending 03/31/2019. Mr. McDowell asked if there were any questions regarding the Treasurer's Report. **Mr. Smeltzer moved, seconded by Mr. Hoffman to approve the Treasurer's Report as presented. 9 ayes, 0 nays. The motion carried.**

APPROVAL OF PAYMENTS:

Approval of Requisitions:

Revenue Fund Requisition 2012-145 – Mr. Heny presented the Board with Revenue Requisition #2012-145 in the amount of \$39,803.63. Mr. McDowell asked if there were any questions regarding the presentation of Revenue Fund Requisition 2012-145. **Mr. Smeltzer moved, seconded by Mr. McMurtrie to approve Revenue Requisition 2012-145 payable to SBWJA in the amount of \$39,803.63. 9 ayes, 0 nays. The motion carried.**

GUESTS: There were no Guests present for the meeting.

EXECUTIVE DIRECTOR'S REPORT:

Shiloh Road Project:

Meeting with PA DEP – Mr. W. Miller informed the Board that a meeting was held with Rob Everett and Dan Thetford of the PA DEP Northcentral regional office in Williamsport on April 16, 2019 to discuss the Shiloh Road Project. Through discussions with the PA DEP they have indicated we will be required to have all permits (highway occupancy/stream crossing) secured before construction permitting can occur. Mr. Everett expressed concern with obtaining approval from the University Park Airport for boring under the runway and time constraints associated with the approval due to possibly dealing with the Federal Government.

Mr. W. Miller informed the Board that he and Andy Johnson met with Bryan Rodgers of the University Park Airport today to review the proposed project and he indicated that he didn't foresee any issues due to an existing forcemain located under the airport runway that has never caused any issues. Mr. Rodgers provided additional contact information for the University's engineer for Pennsylvania State University property outside of the airport fence.

Mr. W. Miller also stated that last week he, Mr. Johnson and a Gwin, Dobson & Foreman surveyor walked the project and he had the opportunity to speak with property owners on both sides of the stream crossing, which seemed acceptable to our plans.

Banking Request for Proposals (RFPs) - Mr. McDowell commended the Authority staff for initiating financing for the project by sending out banking RFPs to local financial institutions. Mr. W. Miller stated that a commercial bank loan is being considered as well as the possible issuance of a municipal bond.

Musser Hill Subdivision Agreement of Dedication - Mr. W. Miller informed the Board that we have received all required items needed to close out the Musser Hill Subdivision sewer extension with the exception of the final record drawings. There are a couple of corrections that were discussed with the engineer earlier today, which are supposed to be delivered by tomorrow. Mr. W. Miller recommended the Authority Board approve the agreement of dedication contingent upon receipt of the approved record drawings to prevent any further delays. **Mr. Smeltzer moved, seconded by Mr. Swanderski to approve the Agreement of Dedication for the Musser Hill Subdivision contingent upon receipt of the approved record drawings. 9 ayes, 0 nays. The motion carried.**

Discussion was held regarding this sewer extension and the requirement of Orenco systems for this 12 lot subdivision. Mr. Book inquired about who would be maintaining the Orenco systems and Mr. W. Miller stated they will need a maintenance contract possibly with this Authority or an independent contractor.

Bellefonte Borough Wastewater Treatment Plant Project – Mr. W. Miller informed the Board that he recently had the opportunity to discuss the WWTP project with Bob Cook, Plant Superintendent, who indicated the project is going well and the workmanship has been good. Mr. W. Miller inquired about whether or not the project is coming in under budget and Mr. Cook stated the change orders have not been finalized at this point.

Mrs. Gill informed the Board that we recently received the 1st quarter 2019 billings from Bellefonte Borough, which when combined total roughly \$550,000. Of that amount approximately \$270,000 was for the capital improvements to the WWTP. Mrs. Gill indicated that based on the payment applications, the project appears to be nearing completion. These invoices will be presented for payment at the next meeting contingent upon receiving the backup documentation from Bellefonte Borough that was requested last week.

OLD BUSINESS:

Radio Drive Right-of-Ways – Mr. Galbraith inquired about the status of the sewer easement from 4B's Partnership (Kids Court) along Radio Drive in Benner Township. Mr. W. Miller indicated that we haven't received a response to date. Mrs. Gill stated that Mr. Mix was out of the office last week and this week; therefore, maybe we will know more once he returns.

Rutter's (Benner Township) – Mr. McDowell asked when the Rutter's project may start. Mr. W. Miller indicated earlier today we received notice that the sewer facilities are projected to start in approximately six weeks. Mr. W. Miller indicated site work will likely occur before that time.

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

COMMITTEE REPORTS:

Personnel & Community Relations Committee:

Merit Increase – Mr. Hoffman indicated he didn't have anything to report, but would like the Board to consider merit increases for the employees later this year. Substantial raises were provided in 2019 for the non-exempt employees and he believes that merit increases should be considered later this year.

Facilities Committee: Mr. Galbraith had nothing to report.

Financial Committee: Mr. Heny had nothing to report.

ADJOURNMENT:

Mr. Smeltzer moved, seconded by Mr. Hoffman to adjourn the meeting at 7:25 p.m. 9 ayes, 0 nays. The motion carried.

Respectfully submitted,



Dondi Smeltzer, Secretary



Kelly J. Gill, Recording Secretary

CC: Benner Township _____
Spring Township _____
Walker Township _____