

SPRING-BENNER-WALKER JOINT AUTHORITY

REGULAR MEETING

September 28, 2020

ATTENDANCE:

AUTHORITY MEMBERS:	Spring	Toby Dashner Joseph Galbraith Gregg Heny Chris McMurtrie
	Benner	Brian Book Willis Houser, Jr.
	Walker	Dennis McDowell Joseph Swanderski

GUESTS: None present

EXECUTIVE DIRECTOR: N. Warren Miller

EMPLOYEES: Will Barton and Kelly Gill

CALL TO ORDER:

The September 28, 2020, 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:

Mr. Swanderski, Secretary, took Roll Call, recording eight members present. Mr. Hoffman was excused from the meeting. 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.

APPROVAL OF MEETING MINUTES:

Mr. McDowell asked the Board if there were any questions and/or changes to the September 14, 2020 meeting minutes as presented. **Mr. Galbraith moved, seconded by Mr. McMurtrie to approve the Minutes of the September 14, 2020 Regular Meeting as presented. 8 ayes, 0 nays, 1 absent. The motion carried.**

CORRESPONDENCE:

Dottie McDonald – We received a letter from Dottie McDonald requesting a letter of intent to provide sewer service for Tax Parcel # 14-007A-001B along Lincoln Lane in Walker Township. Mrs. McDonald is requesting 1.00 EDU for the vacant lot that she is in the process of purchasing.

Mr. Miller informed the Board that this .20-acre lot was subdivided from the Old Farmhouse Eatery property and it was recently brought to our attention that a lot addition is being negotiated due to the current layout of the property not accommodating a home due to setback constraints. A letter of intent to provide sewer service for 1.00 EDU was provided to Mrs. McDonald on September 23, 2020. **Mr. Galbraith moved, seconded by Mr. Houser to approve sewer capacity in the amount of 1.00 EDU for Tax Parcel No. 14-007A-001B (Lincoln Lane) for Dottie McDonald. 8 ayes, 0 nays, 1 absent. The motion carried.**

ELA Group, Inc. – We received a letter from Matthew Harlow of the ELA Group requesting a revised letter of intent for providing sewer service for the Logan Green Residential Community (former Hartle Property) in Spring/Benner Townships. The original intent to serve letter we provided for this project included the entire development of 325 EDUs; however, the PA DEP has requested the sewage planning approval process be prepared/approved on a phase by phase basis. This is mainly due to the developer experiencing issues negotiating sewer service with the existing property owners that this development completely surrounds.

Mr. Harlow has requested a revised letter of intent for sewer service of 99 EDUs for Phase 1A of this project which will consist of 77 single family homes and 22 townhomes. Mr. Miller informed the Board that he and Mr. Harlow had a conversation a few weeks ago regarding our Authority's rules and regulations that indicate service will generally be approved in phases of 30 EDUs. We have made small adjustments to the number of EDUs approved per phase in the past due to topography. Mr. Miller will respond to this request within the next few days after he speaks with Mr. Harlow about his request.

FINANCIAL REPORTS:

Treasurer's Report: Mr. Heny reviewed the financial reports for the period ending 08/31/20. Mr. McDowell asked if there were any questions or comments regarding the Treasurer's Report. Mr. Galbraith referenced the fixed asset portion of the balance sheet and asked what account #20202 (Construction in Progress – BTWA) represented. Mrs. Gill explained that this Authority's balance sheet includes the Benner Township Water Authority's accounts since all monies pass through our accounting software, Quickbooks. This account reflects the generator purchase and the search for a new water source (well) for the Benner Township Water Authority. Mrs. Gill reminded the Board that all of the Benner Township Water Authority's accounts are reflected within our Balance Sheet since the assets are required to match the liabilities. **Mr. Galbraith moved, seconded by Mr. Book to approve the Treasurer's Report as presented.** 8 ayes, 0 nays, 1 absent. **The motion carried.**

APPROVAL OF PAYMENTS:

Approval of Requisitions:

Revenue Fund Requisition 2020-13– Mr. Heny presented the Board with Revenue Requisition #2020-13 in the amount of \$68,553.97. Mr. McDowell asked if there were any questions regarding the presentation of Revenue Fund Requisition 2020-13. Mr. McDowell asked if this was the last payment to Heberling Associates for the archaeological work associated with the Shiloh Road project and Mr. Miller stated yes. **Mr. Swanderski moved, seconded by Mr. McMurtrie to approve Revenue Requisition 2020-13 payable to SBWJA in the amount of \$68,553.97.** 8 ayes, 0 nays, 1 absent. **The motion carried.**

GUESTS: There were no Guests wishing to address the Board.

EXECUTIVE DIRECTOR'S REPORT:

Act 537 Plan Special Study – Mr. Miller informed the Board that following our last meeting Maggie Weitzel of Gwin, Dobson & Foreman (GD&F) spoke with the PA DEP regarding the submittal of the Act 537 Plan Special Study. The PA DEP has indicated that since the archaeological study was completed after the Benner Township Supervisors approved the resolution for the Act 537 Plan Revision, a new resolution will need approved. The PA DEP has also indicated that the environmental information (soils/mapping) will need to be presented as its own, separate document.

GD&F is currently working on separating the environmental information from the approved Act 537 Plan Special Study. Mr. Book asked if any contact has been made with Benner Township to inform them of these requirements and Mr. Miller stated he believes GD&F made contact with them. Mrs. Gill stated that GD&F is hoping to have everything updated for presentation at the Benner Township Supervisor's meeting on October 5, 2020.

Spring Township Ordinance/Musser Hill Subdivision Orenco Systems – Mr. Miller indicated the Orenco system representative provided our Authority with a sample ordinance for the inspection and maintenance of the Orenco system, which he is currently in the process of modifying. Once the modifications are made it will be sent to our Authority solicitor for approval before submission to Spring Township.

Sanitizing of Office – Mr. Miller stated that our Authority was approached by the Spring Township personnel asking if we would like our Authority office sanitized on a weekly basis as they are sanitizing their office and the Pleasant Gap Fire Hall. The sanitization is a mist that is sprayed throughout the facility and requires the Authority staff to vacate the premises during the treatment and for 15 minutes after that. This service is being provided at no cost to our Authority. Mr. Miller stated Gary Royer was completing the fogging work and appreciates this effort for our Authority.

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

NEW BUSINESS:

Healthcare Benefits – Mr. Galbraith asked if we have received any information on rate renewals for our healthcare benefits for this year. Mrs. Gill stated that we received our vision care renewal from Capital Blue Cross, but have yet to receive the Geisinger health insurance/prescription renewal. Mrs. Gill indicated that she spoke with our broker last week to inquire about the status of the renewal and was told that Geisinger usually provides the renewals 60 days prior to renewal so we should be receiving something soon. Mr. Galbraith stated he would appreciate Mrs. Gill keeping the Authority Board updated on the healthcare renewals and Mrs. Gill agreed to his request.

Capital Improvement Projects – Mr. Swanderski asked the Authority staff if there were any large expenditures anticipated over the next few years besides a new building. Mr. Miller stated that the costs associated with upgrading our pump stations will be minimal if we complete the work ourselves as opposed to hiring a contractor to complete the work. Mr. Swanderski asked if there were any large equipment purchases needed.

Mr. Miller stated that we have an equipment depreciation schedule that is followed for determining when our utility trucks, backhoe, Vector Truck and dump truck are traded. A new utility truck was not budgeted for 2020, but will be included within the 2021 budget. Mr. Miller stated our backhoe is traded in every three years to align with the extended warranty. Mr. Galbraith asked what the average hours per year are for the backhoe. Mr. Miller stated we put between 300-350 hours per year on the backhoe, which equates to about 1000-1100 hours when it's being traded in. It costs our Authority approximately \$10,500- \$11,000 per year to own the backhoe.

Discussion was held about the issues surrounding the push cameras and how these are updated more often due to wear/tear.

Mr. Book inquired about the plan for funding the Shiloh Road Project. Mr. Miller stated he anticipates using reserves to pay for approximately one-half of the project and finance the remainder through either bonds or a bank qualified loan. Discussion was held about SCI Rockview/SCI Benner's portion of the project costs.

Mrs. Gill stated that this Authority will likely need to purchase additional sewer capacity from the Bellefonte Borough Authority within the next few years, depending on the growth of our system.

Mr. Miller referenced the rate study completed by Rettew several years ago and indicated the Authority staff has been keeping the excel spreadsheet updated which is a useful tool when projecting the future of this Authority. Mrs. Gill discussed how the spreadsheet uses the current year's budget amounts when calculating future years and informed the Board that there will be some changes to the 2021 budget to be more accurate with future projections.

COMMITTEE REPORTS:

Personnel & Community Relations Committee: Mr. Hoffman was absent from the meeting.

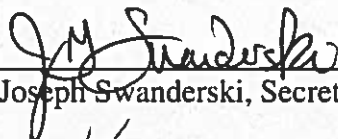
Facilities Committee: Mr. Book had nothing to report.

Financial Committee: Mr. Heny had nothing to report.

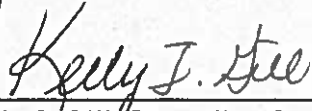
ADJOURNMENT:

Mr. McDowell moved, seconded by Mr. Swanderski to adjourn the meeting at 7:28 p.m. 8 ayes, 0 nays, 1 absent. The motion carried.

Respectfully submitted,



Joseph Swanderski, Secretary



Kelly J. Gill, Recording Secretary

CC: Benner Township _____
Spring Township _____
Walker Township _____