

BENNER TOWNSHIP WATER AUTHORITY

REGULAR MEETING

August 18, 2015

ATTENDANCE:

AUTHORITY MEMBERS PRESENT: Tom Eby
Tim Edkin
Steve Lanich
Jerry May
Andrew Swales

OTHER ATTENDEES: Warren Miller – SBWJA
Kelly Gill – SBWJA
Jean Ryan – Hazen & Sawyer
Shirley Gryczuk

CALL TO ORDER:

The August 18, 2015, Regular Meeting of the Benner Township Water Authority was called to order at 6:33 P.M. by Tom Eby, Chairman.

APPROVAL OF MEETING MINUTES:

The Minutes of the May 19, 2015 regular meeting were presented for review. **Mr. Swales moved, seconded by Mr. Lanich to approve the Minutes of the May 19, 2015 Regular Meeting as presented. 5 ayes, 0 nays. The motion carried.**

TREASURER'S REPORT:

Mr. Lanich reviewed the Treasurer's Report as presented. Mr. Lanich informed the Board that the expenses appear to be higher than normal and that is a result of not having a meeting since May to approve the bills. Mr. Eby asked if there were any questions pertaining to the Treasurer's Report or bills.

Mr. Edkin noted the Flat Fee Weekend/ Holiday charge by the SBWJA in the amount of \$225.00 and asked if that was due to someone being on call. Mr. Miller stated a SBWJA licensed operator is required to complete daily testing of the water systems and receives compensation of \$25.00 per system/per day for the weekend and/or holiday. This typically amounts to \$100.00 per weekend of compensation to the operator.

With no further questions or comments, **Mr. Swales moved, seconded by Mr. May to approve the Treasurer's Report as presented, the Paid Checks in the amount of \$13,136.37 and Bills by Vendor in the amount of \$2,306.59. 5 ayes, 0 nays. The motion carried.**

WELCOMING OF NEW BOARD MEMBER - Mr. Eby welcomed Tim Edkin to the Authority Board as he was recently appointed by the Benner Township Supervisors. Mr. Edkin indicated he moved to Pennsylvania from Florida about a year ago and, as a former chief technical officer in IT for the City of Fort Lauderdale Florida, he has a lot of municipal experience with contract review and other aspects.

GUESTS:

Shirley Gryczuk, 111 Aster Avenue – Mr. Miller asked Ms. Gryczuk if she wanted to address the Board about anything and she stated no, she was just interested in learning. She stated that she wished the Water Authority meeting minutes were updated on Benner Township's website. Mrs. Gill indicated the website is maintained by the Township, but once the Water Authority meeting minutes are approved, they are provided to the Benner Township Supervisors so they can be added to the website.

SBWJA REPORT:

Management Presentation Letter – During the last meeting, the question was brought up about a statement in the Independent Auditors Report that indicates management omitted the Management's Discussion and Analysis that generally accepted accounting principles requires to be presented to supplement the financial statements. After contacting the Authority's auditor for further explanation we were informed this analysis explains the difference in revenues and expenses from one year to the next. It also would project expenses in the upcoming years and revenue sources. According to our auditor, most Authorities don't usually provide this type of report due to the added time and expense. Bond holders generally like to see this analysis which helps explain the fluctuation in revenues/expenses.

Well Head Protection – Mr. Miller has made contact with both the Hampton Hills and Opequon Hills Homeowners Associations to discuss the 100 foot radius wellhead protection zone needed as required by the PA DEP regulations. He has also been working with Dick Campbell's staff to prepare the required documents and a draft was provided to the Board for discussion. Mr. Edkin referred to #6 (Termination of Agreement) and suggested wording be added to reflect a timeframe for the termination process. Mr. Miller indicated that he doesn't necessarily believe that we should allow for termination of the agreement since the PA DEP requires us to maintain the protection zone; therefore, he will talk with the solicitor about having the entire paragraph relating to the termination process removed.

Grove Park Well House – The Authority staff was recently completing some work at the Grove Park Well House and noticed the roof shingles are in poor condition and will need replaced in the near future. Mr. Miller indicated the existing roof has a variety of shingles and suggested the developer may have used anything left over from a previous job. Mr. Miller asked the Board if there was any preference for the new roof. All of the homes within Grove Park have a shingled roof. The Board agreed that a shingled roof would likely be best to be consistent with the entire development and Mr. Miller stated a good quality of shingles will be used.

Fire Hydrant Flowtester/Diffuser – Mr. Miller informed the Board that we will be purchasing the fire hydrant flowtester/diffuser that was included within the 2015 budget under capital improvements. This will be used for flushing fire hydrants, which is completed every year. Mr. Miller indicated he believes it will cost around \$1,500. Mrs. Gill stated that \$2,500 was budgeted for the equipment.

Source Water Protection Program - Mr. Miller recently was contacted by the PA DEP stating they have completed the Source Water Protection Program for our Authority and will be emailing the draft. Mr. Miller reminded everyone that these plans typically cost around \$20,000 per system to develop; however, there was grant money available to fund the development of the plan. Once Mr. Miller receives the document, he will email it around to the Board members for review.

Grove Park Fire Hydrant – Mr. Miller informed the Board that in July the Authority received numerous calls from residents of Grove Park complaining of the “short” fire hydrant located along Aster Avenue. These residents were claiming the fire company was unable to access the hydrant during a fire and would like something done about it.

Mr. Miller explained that when a hydrant is selected it is based on the depth of the water main and the height it needs to be, which is based on finished grade. Hydrants are not adjustable. Mr. Miller indicated the developer missed finish grade with this particular fire hydrant; however, the hydrant is completely functional because we test it every year and haven't had any issues.

Garen Smith has contacted the Authority office about the complaints he is receiving relating to the fire hydrant and has offered to pay half the cost of material and labor to replace the hydrant with a longer stem hydrant.

Mr. Swales asked how much a new hydrant would cost with labor, which Mr. Miller estimates at \$4,000. Mr. Miller recommends installing a higher quality hydrant than what is there now. Mr. Lanich asked if this hydrant could be used elsewhere in the system and Mr. Miller stated no, we would simply use it for parts.

Mr. Lanich asked if it was possible to regrade along the fire hydrant to avoid replacing a fully functional hydrant. Mr. Miller stated he believes it can be dug out, but would need to revisit the site to confirm.

Ms. Gryczuk stated that discussion was held at the Grove Park Homeowner's Association (HOA) meeting in May about the hydrant being inaccessible by the fire companies at the connection point for their apparatus due to the road and curbing being too high. Mr. Miller stated that typically the fire companies use a hose to access the hydrant, which shouldn't be a problem. Ms. Gryczuk stated this is the information being conveyed by a member of the HOA who is also a firefighter. Our Authority has never been contacted by a fire company indicating they were unable to access the hydrant; however, Mr. Miller will contact the local fire companies to investigate this matter further before a decision is made.

222 Edward Drive – The Authority has a new customer at 222 Edward Drive. The home is located on the newly pressurized mainline that we opened last year. This was a similar situation where the homeowner lost the use of their well and believed that public water was the better solution.

SOLICITOR'S REPORT: Mr. Campbell was absent from the meeting.

ENGINEER'S REPORT: Ms. Ryan had nothing to report.

CORRESPONDENCE: There was no Correspondence presented for discussion.

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

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

ACTION ITEMS:

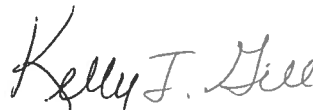
- Warren Miller to contact the local fire companies about the fire hydrant in Grove Park
- Warren Miller to contact Dick Campbell about revising the Easement Agreements for well head protection and forwarding to HOAs

Next regular scheduled meeting is September 15th at 6:30 p.m.

ADJOURNMENT:

Mr. Lanich moved, seconded by Mr. Swales to adjourn the meeting at 7:16 p.m. 5 ayes, 0 nays. The motion carried.

Respectfully submitted,



Kelly J. Gill, Recording Secretary

CC: Benner Township 10/24/2015