

BENNER TOWNSHIP WATER AUTHORITY

REGULAR MEETING

December 15, 2015

ATTENDANCE:

AUTHORITY MEMBERS PRESENT: 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 December 15, 2015, Regular Meeting of the Benner Township Water Authority was called to order at 6:35 P.M. by Steve Lanich, Acting Chairman.

APPROVAL OF MEETING MINUTES:

The Minutes of the November 17, 2015 regular meeting were presented for review. **Mr. Edkin moved, seconded by Mr. May to approve the Minutes of the November 17, 2015 Regular Meeting as presented.** 3 ayes, 0 nays, 2 absent. **The motion carried.**

TREASURER'S REPORT:

Mr. Swales entered the meeting at 6:37 p.m.

Mr. Lanich reviewed the Treasurer's Report as presented. Mr. Lanich asked the Board if there were any questions regarding the Paid Checks or Bills by Vendor submitted for approval. **Mr. Edkin moved, seconded by Mr. Lanich to approve the Treasurer's Report as presented, the Paid Checks in the amount of \$621.78 and Bills by Vendor in the amount of \$2,762.30.** 4 ayes, 0 nays, 1 absent. **The motion carried.**

SBWJA REPORT:

Source Water Protection Plan – Mr. Miller has made arrangements for Mark Stephens of the PA DEP to attend the January 2016 meeting to discuss the Source Water Protection Plan. Notices were hand delivered today to each of the Water Authority's customers inviting them to attend the meeting and asking for those planning to attend to properly RSVP so we can determine if a different location will need obtained for the meeting. Mr. Miller indicated he will contact the Bellefonte Area School District to inquire about the use of the Benner Elementary School for the meeting if needed to accommodate a larger crowd.

Mrs. Gill indicated a resident of Grove Park called the office today to RSVP after the meeting notices were delivered and indicated a large number of residents may attend the meeting because of their interest in the public water system. Especially due to the Bellefonte Borough Authority's (BBA) application to the PA DEP for possibly land applying sludge at the Spicer Farm along Buffalo Run Road.

Mr. Edkin inquired about the status of the easement agreements for the well head protection and Mr. Miller stated that he has provided the developer of Opequon Hills with the agreement, which is currently being reviewed by his attorney. Mr. Miller has also discussed the agreement with the president of the Opequon Hills Homeowners Association (HOA). Mr. Miller previously has talked with the president of the Hampton Hills HOA about the easement agreement; however, they have issues obtaining a quorum to conduct business. Mr. Edkin indicated that the Hampton Hills HOA recently met and suggested Mr. Miller follow up with his contact on the status of the agreement.

High Water Users – The Authority personnel obtained quarterly water readings on December 1, 2015 and contacted two property owners who had significant water usage within the billing cycle. These two properties had faulty water softeners that ran continuously causing significant usage. Mrs. Gill indicated that one of the properties used over 120,000 gallons resulting in a water bill of over \$500.00 for the quarter and is asking for a payment plan due to the holidays. **Mr. Lanich moved, seconded by Mr. Swales to authorize the SBWJA staff to negotiate a reasonable and appropriate hardship payment arrangement with the two customers who contacted the Authority regarding their high water usage.** 4 ayes, 0 nays, 1 absent. **The motion carried.**

Grove Park Fire Hydrant – After the last meeting Mr. Miller contacted Garen Smith to inform him that the Authority Board is not interested in sharing the costs to replace/repair the "low" hydrant in Grove Park. Mr. Smith was very disappointed with the Authority's decision and stated the system is owned by our Authority and is our responsibility. After further discussion Mr. Smith offered to pay for the hydrant and the mega lug fitting to connect it. Mr. Miller recommended the Board accept Mr. Smith's offer to pay for the hydrant and suggested the Authority absorb the cost for installation by the SBWJA personnel. The Board agreed with Mr. Miller's recommendation. Mr. Miller indicated the SBWJA staff will install the hydrant later this week.

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

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

GUESTS:

Shirley Gryczuk, 111 Aster Avenue – Mr. Lanich asked Ms. Gryczuk if she wanted to address the Board about anything. Ms. Gryczuk asked if the meeting for the well head protection plan with the PA DEP would be advertised as a public meeting in addition to the normal meeting advertisement requirements. Mr. Miller indicated that a separate advertisement would not be made to the public, outside of the regular meeting advertisement but the public is invited. Only the affected customers will receive a separate notice, which was provided today.

Ms. Gryczuk expressed her concern with the Benner Township residents not being aware of the BBA's request for land application of sludge at the Spicer Farm. Mr. Miller indicated that the BBA has advertised the application and neighboring landowners have received notification as required.

Ms. Gryczuk asked if any resources were available through the PA DEP to better understand well head protection. Mr. Miller indicated he believes the information can be obtained through the internet along with the PA DEP's website.

CORRESPONDENCE:

PA DEP Monitoring Waiver Request – Mr. Miller completed the necessary paperwork through the PA DEP to obtain waivers for monitoring Synthetic Organic Chemicals (SOCs) for the 2014-2016 cycle. Testing of the SOCs is expensive and will save the Authority a considerable amount of money.

We received written notification from the PA DEP that they approved the waivers as requested. Mr. Miller reminded the Board that we are unable to obtain a waiver for PCBs for the Hampton/Opequon System due to West Penn Power having old transformers within a 1000' radius of the wells on a utility pole that has PCBs in them.

OLD BUSINESS:

2016 Budget – Mr. Lanich reminded the Board that the 2016 budget needs finalized at the meeting and asked if there were any questions or suggested changes to the budget. **Mr. Swales moved, seconded by Mr. May to approve the 2016 Budget as presented and made a part of these official meeting minutes.** 4 ayes, 0 nays, 1 absent. **The motion carried.** The Board thanked the SBWJA staff for preparation of the budget.

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

ACTION ITEMS:

- Warren Miller to inquire about reserving the Benner Elementary School for the January 2016 meeting, if needed.
- Warren Miller to contact the Hampton Hills HOA to inquire about status of well head protection easement agreement
- SBWJA staff to negotiate payment arrangements with two high water customers

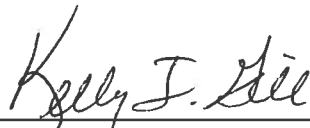
Next regular scheduled meeting is January 19, 2016 at 6:30 p.m.

Mr. May reminded the Board that he will not be able to attend the January 2016 meeting due to vacation plans.

ADJOURNMENT:

Mr. Swales moved, seconded by Mr. Edkin to adjourn the meeting at 7:00 p.m. 4 ayes, 0 nays, 1 absent. The motion carried.

Respectfully submitted,



Kelly J. Gill, Recording Secretary

CC: Benner Township 01/20/2016

**Benner Township Water Authority
2016 BUDGET**

Income Accounts Income Acct Name & No.	2015 Budget Amt	Budget Vs. Actual thru 10/31/2015	2016 Amt	\$ Amt Diff	% Diff
50106 - Water Revenue	\$ 86,000.00	\$ 70,641.59	\$ 89,000.00	\$ 3,000.00	3.5%
50112 - Delinquent Account Collections	\$ 650.00	\$ 935.09	\$ 700.00	\$ 50.00	7.7%
50116 - SCBWA Payments	\$ 8,000.00	\$ 8,613.85	\$ 8,000.00	\$ -	0.0%
50118 - Grove Park Special Dist. Tap Fee	\$ -	\$ -	\$ -	\$ -	-
50119 - Meter Coupling Income	\$ 400.00	\$ 100.00	\$ 100.00	\$ (300.00)	-75.0%
50401 - Admin Fee (GPA)	\$ 100.00	\$ 350.00	\$ 100.00	\$ -	0.0%
50501 - Connection Fees	\$ 6,600.00	\$ 5,280.00	\$ 5,280.00	\$ (1,320.00)	-20.0%
50502 - Meter Fee Income				\$ -	-
50503 - Inspection Fee Income				\$ -	-
50504 - Permit Fee Income				\$ -	-
50802 - Miscellaneous Income	\$ -		\$ -	\$ -	-
52502 - System Reserve Income Deposit	\$ -		\$ -	\$ -	-
52701 - Earned Interest (PLGIT)	\$ 10.00	\$ 23.54	\$ 10.00	\$ -	0.0%
52801 - Earned Interest - Capital Reserves	\$ 10.00	\$ 16.58	\$ 10.00	\$ -	0.0%
TOTAL INCOME	\$ 101,770.00	\$ 85,960.65	\$ 103,200.00	\$ 1,430.00	1.4%

Benner Township Water Authority 2016 BUDGET

Expense Acct Name & No.	2015 Budd Amt	Budget Vs. Actual thru 10/31/2015	2016 Budd Amt	\$ Amt Dif	% Diff
71002 - Legal Advertising	\$ 200.00		\$ 200.00	\$ -	0.0%
71302 - Conferences, Continuing Education	\$ 300.00		\$ 500.00	\$ 200.00	0.0%
71402 - Travel Expense	\$ 100.00		\$ 100.00	\$ -	0.0%
71502 - Dues, Subscription & Memberships	\$ 370.00	\$ 165.00	\$ 350.00	\$ (20.00)	-5.4%
72102 - Postage	\$ 500.00	\$ 171.75	\$ 500.00	\$ -	0.0%
72902 - Office Supplies	\$ 400.00	\$ 163.49	\$ 400.00	\$ -	0.0%
73200 - Insurance					
73211 - Umbrella	\$ 700.00	\$ 569.00	\$ 700.00	\$ -	0.0%
73221 - Liability	\$ 500.00	\$ 435.00	\$ 500.00	\$ -	0.0%
73231 - Property/Casualty	\$ 1,600.00	\$ 1,420.00	\$ 1,600.00	\$ -	0.0%
73241 - Public Officials	\$ 1,200.00	\$ 1,000.00	\$ 1,200.00	\$ -	0.0%
74301 - Energy	\$ 4,500.00	\$ 4,865.06	\$ 6,500.00	\$ 2,000.00	44.4%
74802 - PA One Call	\$ 100.00	\$ 7.60	\$ 100.00	\$ -	0.0%
77101 - Maintenance Supplies	\$ 1,000.00	\$ 79.41	\$ 1,000.00	\$ -	0.0%
77201 - Maintenance System	\$ 1,500.00	\$ -	\$ 1,500.00	\$ -	0.0%
77301 - Maintenance Repair	\$ 4,000.00	\$ 2,531.22	\$ 5,000.00	\$ 1,000.00	25.0%
77401 - Maintenance Chemicals	\$ 2,500.00	\$ 974.70	\$ 2,500.00	\$ -	0.0%
77501 - Analytical Testing	\$ 5,000.00	\$ 2,583.50	\$ 6,000.00	\$ 1,000.00	20.0%
78301 - Meters	\$ 3,000.00	\$ 2,343.88	\$ 4,000.00	\$ 1,000.00	33.3%
79102 - Legal Fees (Admin)	\$ 1,000.00		\$ 1,000.00	\$ -	0.0%
79202 - Engineering	\$ 2,300.00	\$ 100.00	\$ 1,000.00	\$ (1,300.00)	-56.5%
79302 - Accounting Services	\$ 5,000.00	\$ 3,600.00	\$ 5,000.00	\$ -	0.0%
79701 - Contracted Services/SBWJA	\$ 35,000.00	\$ 25,276.97	\$ 35,000.00	\$ -	0.0%
81701 - Capital Reserves	\$ -	\$ -	\$ 23,050.00	\$ 23,050.00	
81702 - Misc. Expense(Contingency) BTWA	\$ 1,000.00		\$ 1,000.00	\$ -	0.0%
81703 - Capital Improvements - BTWA	\$ 30,000.00	\$ 977.43	\$ 4,500.00	\$ (25,500.00)	-85.0%
81704 - Future Projects - BTWA	\$ -		\$ -	\$ -	
81705 - Legal Services	\$ -		\$ -	\$ -	
81706 - Engineering Services	\$ -		\$ -	\$ -	
81707 - SBWJA Contracted Services	\$ -		\$ -	\$ -	
TOTAL EXPENSE	\$ 101,770.00	\$ 47,264.01	\$ 103,200.00	\$ 1,430.00	1.4%