

# BENNER TOWNSHIP WATER AUTHORITY

## REGULAR MEETING

January 19, 2016

### ATTENDANCE:

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

**OTHER ATTENDEES:** Warren Miller – SBWJA  
Kelly Gill – SBWJA  
Mark Stephens – PA DEP  
See Attached Guest List

### CALL TO ORDER:

The January 19, 2016, Regular Meeting of the Benner Township Water Authority was called to order at 6:30 P.M. by Tom Eby, Chairman.

### ELECTION OF 2016 OFFICERS:

Mr. Eby opened the nominations.

**Mr. Lanich made a motion to retain the same officers from the previous year and Mr. Edkin seconded Mr. Lanich's motion.** Mrs. Gill reminded the Board that due to Mr. Shultz's resignation from the Board last year, his position as Board Secretary was not filled. Mrs. Gill also suggested the Board elect an Assistant Secretary/Assistant Treasurer. **Mr. Lanich then amended his motion to retain the same officers from the previous year with the exception of the Board Secretary and Mr. Edkin seconded Mr. Lanich's motion.** 4 ayes, 0 nays, 1 absent. **The motion carried.**

**Mr. Eby nominated Mr. Edkin to serve as Board Secretary and Mr. Swales seconded Mr. Eby's motion.** 4 ayes, 0 nays, 1 absent. **The motion carried.**

**Mr. Swales nominated Mr. May to serve as Assistant Secretary/Assistant Treasurer and Mr. Lanich seconded Mr. Swales' nomination.** 4 ayes, 0 nays, 1 absent. **The motion carried. Attached is a list of Officers/Board Members for 2016 that is made a part of these official Minutes.**

Mr. Eby closed the nominations.

**APPOINTMENT OF PROFESSIONAL SERVICES:**

**Mr. Lanich moved, seconded by Mr. Swales to retain the following Professional Services for 2016:**

<b>Solicitor</b>	<b>Miller, Kistler &amp; Campbell (Richard Campbell)</b>
<b>Accountant</b>	<b>Baker Tilly Virchow Krause (Formerly Parente Beard)</b>
<b>Engineer</b>	<b>Hazen and Sawyer, P.C.</b>

4 ayes, 0 nays, 1 absent. **The motion carried.**

**APPROVAL OF MEETING MINUTES:**

The Minutes of the December 15, 2015 regular meeting were presented for review. **Mr. Swales moved, seconded by Mr. Edkin to approve the Minutes of the December 15, 2015 Regular Meeting as presented.** 4 ayes, 0 nays, 1 absent. **The motion carried.**

**TREASURER'S REPORT:**

Mr. Lanich reviewed the Treasurer's Report as presented. Mr. Eby asked the Board if there were any questions regarding the Paid Checks or Bills by Vendor submitted for approval. Mr. Edkin indicated the Delinquent Account Collections have increased since the previous year and asked if we have a total of the delinquent accounts. Mrs. Gill indicated the Authority does not have any delinquent accounts because we are able to terminate water service to the property for non-payment of the bill. The Delinquent Account Collections income account represents all late penalties/fees assessed to the water customers throughout the year. **Mr. Edkin moved, seconded by Mr. Eby to approve the Treasurer's Report as presented, the Paid Checks in the amount of \$7,175.46 and Bills by Vendor in the amount of \$5,158.35.** 4 ayes, 0 nays, 1 absent. **The motion carried.**

**SBWJA REPORT:**

**Grove Park Fire Hydrant** – Mr. Miller informed the Board that the new hydrant was installed within Grove Park and was flow tested. The hydrant flows exactly the same as the old hydrant.

**Board Reappointment** – Mr. Miller informed the Board that the Benner Township Supervisors have reappointed Mr. Thomas Eby to serve another five year term on the Water Authority Board.

**Grove Park High Service Booster Pump** - Mr. Miller indicated one of the high service booster pumps within Grove Park has been noisy and has been for a while now. It still pumps without leaking, but once it needs replaced Mr. Miller recommends selecting a different style of pump.

Mr. Edkin inquired about the timeframe for replacement of the pump and Mr. Miller indicated it should only take days, but since it's a duplex system there is another pump to keep things going in the meantime.

**Benner Township New Building** – Mr. Miller informed the Board that Benner Township is considering construction of a new building which will be behind the existing building and directly over top of their existing well. As a result the Supervisors are considering whether or not they want to drill a new well or connect to the Benner Township Water Authority's system within Grove Park.

Mr. Eby asked if there were any right-of-way issues and approximately how far the Township would have to go to connect to the Grove Park system. Mr. Miller indicated there should not be any right-of-way issues because they could connect through the open space in the western corner of the development which is owned by the homeowners association. Mr. Miller estimates it to be approximately 500 feet from the current mainline to the new building, which would be cheaper than drilling a new well.

Mr. Eby indicated he believes the Authority should approach the Benner Township Supervisors about the possibility of connecting to the water system and also installing a fire hydrant for fire protection. Mr. Miller stated a larger line would need to be installed for fire protection.

Ms. Gryczuk asked how much water the Township currently uses and how that may impact the development plans? Mr. Miller indicated that the Grove Park system currently uses on average about 9,000 gallons per day (GPD) and the well will produce about 60,480 GPD. Mr. Miller indicated there is plenty of water within this system to accommodate the Township and at some point he anticipates the neighboring development, Willow Bend, may be served by the Grove Park well.

The Board discussed drafting a letter to the Benner Township Supervisors for their February meeting indicating the availability of the public water system within Grove Park and the estimated cost to connect to the system. Mr. Miller will draft the letter and email it around to the Authority Board for review and comment. Mr. Eby will then sign and deliver the letter to the Benner Township Supervisors.

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

**ENGINEER'S REPORT:** Ms. Ryan was absent from the meeting.

**OPEN FORUM:** Due to the Guest Speaker, Mark Stephens of the PA DEP, not arriving at this point the Board held an open forum.

**CORRESPONDENCE:** There was no Correspondence presented for discussion.

**OLD BUSINESS:**

**Hampton Hills Well Head Protection Easement Agreement** – As a result of the sanitary survey completed by the PA DEP Sanitarian, we have been informed that we must control a 100’ radius around the well heads and have been working towards obtaining the necessary signatures for the easement agreements.

The Hampton Hills Homeowners Association (HOA) has signed their easement agreement and the Authority is currently awaiting the signature of the easement agreement for the Opequon Hills well head. At this point Trubuild LLC still owns the ground around the Opequon Hills well and the agreement is being reviewed by his attorney.

Several members of the Opequon Hills HOA were present at the meeting and indicated the deed should have been transferred to them earlier and they are currently working through the process. Mr. Miller explained the importance of obtaining the easement at this time and indicated we need to obtain the easement based on the current owner of the property.

**Mr. Edkin moved, seconded by Mr. Lanich to approve the Easement Agreement for the Hampton Hills Well Head Protection as required by the PA DEP.** 4 ayes, 0 nays, 1 absent. **The motion carried.**

**NEW BUSINESS:**

**Audit Engagement Letter** – Baker Tilly has provided the standard Audit Engagement Letter which outlines the objectives and nature of the services they will provide to our Authority in connection with the annual audit. Mr. Edkin stated that with this being the first time he has reviewed the contract, he noted some initial concerns. The first concern being the lack of a fee schedule.

Mr. Edkin also expressed concern with Page 5 of the engagement letter which refers to arbitration (Resolution of Disagreements) which he feels should be eliminated in its entirety. He understands that typically there is not an issue, but if we ever have a dispute, arbitration would be our only course of remediation.

Mr. Edkin asked if these services have ever been placed out for bid. Mrs. Gill indicated that she doesn’t believe the auditing services were ever placed out for bid, but prior to the Spring Benner Walker Joint Authority (SBWJA) managing the system, the Board had issues/concerns pertaining to the annual audit and were displeased with the overall cost of the audit.

Mr. Eby indicated that prior to the Water Authority having any customers, its only source of income was from an agreement with the State College Borough Water Authority (SCBWA) for water sales provided within the Township. At that time the Board was displeased with the cost of the audit, especially since there was barely any income and half of that income was used to pay for the audit. There were some years when an audit wasn’t completed and the PA Department of Economic Development was sending this Authority failure to comply notices.

Mrs. Gill reminded the Board that Baker Tilly is also SBWJA's auditor and that both audits are completed at the same time which saves time and money. Mr. Miller indicated that he believes this Authority obtained prices from other auditing firms several years ago, with Baker Tilly being lower because of being able to perform both audits at one time.

Mr. Swales indicated the Authority was billed \$3,600 for the 2014 audit, but he agrees with Mr. Edkin and a fee schedule should be provided. Mrs. Gill will contact Baker Tilly to obtain a fee schedule and have the auditor contact Mr. Edkin to discuss his concerns.

**ACTION ITEMS:**

-Warren Miller to prepare draft letter to Benner Township Supervisors regarding availability of public water.

-Tim Edkin to discuss concerns with Audit Engagement Letter with Baker Tilly

**Next regular scheduled meeting is February 16<sup>th</sup> at 6:30 p.m.**

**GUESTS:**

**Mark Stephens, PA DEP** – Mark Stephens is a Professional Geologist who works for the PA DEP in the Safe Drinking Water Program and was present during the meeting to discuss Source Water Protection (SWP). The US Environmental Protection Agency (EPA) provided the necessary funding (grant monies) to allow for the PA DEP to develop a SWP plan for small drinking water systems throughout the Commonwealth.

Mr. Stephens worked closely with the Authority personnel to prepare a draft SWP plan for each of the Benner Township Water Authority's wells and presented the plans to the Board. The objective of the SWP plan is to define protection zones for the groundwater source, identify potential sources of contamination and outline management strategies to minimize potential contamination.

Mr. Stephens explained that community involvement through education can assist with the implementation of the SWP plan. Developing a partnership can provide numerous ways in which the community can be involved with protecting drinking water.

**Renee Swancer** – Renee Swancer introduced herself as a nearby resident and indicated she isn't a customer of the Benner Township Water Authority; however, she wanted to commend the Authority for developing a SWP plan. Mrs. Swancer was present at the meeting to discuss her concerns with the recent notification she received from the Bellefonte Borough Authority (BBA) indicating they are proposing a biosolids land application at an adjoining property, which also happens to be just outside of the Authority's recharge area, as reviewed by Mr. Stephens earlier in the meeting.

Mrs. Swancer indicated that she previously worked for Benner Township and is familiar with the Township's drainage issues in this area and she is concerned with the drainage from the farm land that the biosolids application is proposed for going directly through Grove Park's zone 2 of the SWP plan. Mrs. Swancer has contacted the BBA and the PADEP to obtain more information regarding the land application process but has been unsuccessful with obtaining the possible effects on the drinking water supply in the area.

Mrs. Swancer asked Mr. Stephens if he was familiar with this type of process and how this may impact the drinking water of the nearby residents. Mr. Stephens indicated that random sampling has to be completed of different loads. The biosolids are treated and processed which are then designed to mix with the soil and not penetrate any further than the first 6"-8" of the soil regime. There are risks associated with it. It should not be spread anywhere near surface water conveyances such as storm water basins. They need to spread it at an agronomic rate and test the soil beforehand to make sure it's okay-- just like farmers have to do.

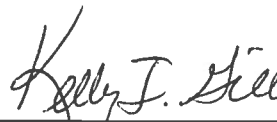
Mr. Stephens indicated that if it were his drinking water supply that could be potentially affected he would want protections in place before they start the process. Soil sampling and groundwater sampling should be done. Background sampling should be done because of the nearby wells. Mr. Stephens would approach the permittee (BBA) and request routine sampling to be completed because biosolids is being applied, which is going to increase the nitrogen concentration and no one wants to be drinking nitrogen contaminated water. Mr. Stephens also indicated the upside of the biosolids application is when mixed with quick lime, it becomes very stable (it clumps up) and doesn't want to run off the ground.

Mr. Stephens suggested the Authority incorporate these drainage areas into the SWP plan and work closely with the Centre County Planning Office to relay this information to avoid future conflict.

**ADJOURNMENT:**

**Mr. Eby moved, seconded by Mr. Lanich to adjourn the meeting at 8:55 p.m. 4 ayes, 0 nays, 1 absent. The motion carried.**

Respectfully submitted,



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Kelly J. Gill, Recording Secretary

CC: Benner Township 03/16/2016

# **Benner Township Water Authority**

## **2016 OFFICERS & MEMBERS**

Thomas Eby, Chairman  
Andrew Swales, Vice Chairman  
Steve Lanich, Treasurer  
Tim Edkin, Secretary  
Jerry May, Asst. Secretary/Asst. Treasurer

**BENNER TOWNSHIP WATER AUTHORITY**  
**1224 BUFFALO RUN ROAD**  
**BELLEFONTE, PA 16823**  
**(814) 355-4778**

**REGULAR MEETING**  
**JANUARY 19, 2016**

**GUEST LIST**

1. Shirley GRYCZUK, 111 ASTER AVE, Bellefonte
2. JOHN KOSSES 215 ASTER
3. Sean Janoscrot 136 Arrowhead Way
4. MIKE MESSINA 125 THISTLE LANE
5. Larry Briody 125 Yanow Way
6. ELWON MCHADCHIKI 202 MEADOW FLOWER CIRCLE
7. CHAS UNDERWOOD 120 BERCAMOT way
8. GREG JEFFRIES 174 ASTER AVE
9. Scott Brumbaugh 560 Millgate Rd
10. Domenic Turco 380 Millgate Rd
11. Paul Urbanik 156 Tessel Way
12. MARK STEPHENS PA- DEP- SDW - WILLIAMSPORT
13. \_\_\_\_\_
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