

**BENNER TOWNSHIP WATER AUTHORITY**

**REGULAR MEETING**

**July 16, 2013**

**ATTENDANCE:**

**AUTHORITY MEMBERS PRESENT:** Tom Eby  
Gary Shultz  
Andrew Swales

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

**CALL TO ORDER:**

The July 16, 2013, Regular Meeting of the Benner Township Water Authority was called to order at 6:32 P.M. by Tom Eby, Chairman.

**APPROVAL OF MEETING MINUTES:**

The Minutes of the June 18, 2013 regular meeting were presented for review. **Mr. Swales moved, seconded by Mr. Shultz to approve the Minutes of the June 18, 2013 Regular Meeting as presented. 3 ayes, 0 nays, 2 absent. The motion carried.**

**TREASURER'S REPORT:**

Mr. Eby 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. Swales moved, seconded by Mr. Shultz to approve the Treasurer's Report as presented, the Paid Checks in the amount of \$753.37 and Bills by Vendor in the amount of \$5,679.39. 3 ayes, 0 nays, 2 absent. The motion carried.**

**SBWJA REPORT:**

**Analytical Testing** – We have received official notice from the PA DEP that our SOC Waivers cannot be processed unless we obtain labels from the individual homeowners for the chemicals used. Mr. Miller indicated that he has already provided the PA DEP with the Material Safety Data Sheets (MSDS) for each chemical used by a property owner; however, that was not enough.

The Authority will need to complete the samples for the 3<sup>rd</sup> and 4<sup>th</sup> quarters, which costs approximately \$1,000 per system, per quarter. As long as there are no detects this year, then these tests will only need completed once per year for the next three years.

**Village of Peru** – The final walk-through for the project was completed on July 16, 2013 and Mr. Miller indicated he believes it to be a well-constructed job. There is still one homeowner complaining about his yard being bumpy, which makes it difficult for mowing; however, this is the same property owner who received topsoil last year. Glenn Johnston indicated they will review the pictures/video that were taken pre-construction to see how things were prior to the job.

**Meter Reader** – Mr. Miller informed the Board that one of the employees accidentally dropped the water meter reader and the LED display was damaged. A new reader has been purchased by L/B Water Service which will cost the water authority approximately \$500.

Mr. Swales asked why the water authority would be paying for the new reader when it was an SBWJA employee who broke the reader. Mr. Miller indicated that the employee was working for the water authority at the time the damage occurred. Mr. Swales suggested that would fall under SBWJA's insurance since SBWJA is contracted by the water authority for this service. Mrs. Gill indicated they will follow up on this with the insurance company.

**PA DOC Monies** – Mr. Miller indicated that he is back in discussions again with the PA Department of Corrections regarding releasing the monies in escrow which this Authority would likely be the recipient of. Those monies would be used to reimburse this Authority for its out of pocket expenses pertaining to the Peru project.

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

**ENGINEER'S REPORT:**

**Village of Peru** – Ms. Ryan indicated that the only item she had for discussion was the Peru walk-through and that was discussed earlier in the meeting.

**GUESTS:** There were no Guests present.

**CORRESPONDENCE:**

**Management Representation Letter** – Mrs. Gill indicated a standard management letter was provided from the auditor, Parente Beard, that must be placed on letterhead and signed by the Chairman. The management letter indicates that we have provided the auditor with all of the necessary information to complete the audit. Mr. Eby signed the letter that will be forwarded to Parente Beard.

**PA DEP** - We received a letter from the PA DEP regarding the Stage 2 Disinfectants/Disinfection Byproducts Rule Monitoring Plan. All water systems that use a chemical disinfectant or oxidant must submit a monitoring plan to the local DEP office no later than October 1, 2013. Mr. Miller indicated that one of the licensed operators is signed up for training at the end of July which will involve the completion of this plan for our system.

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

**NEW BUSINESS:**

**2012 Audit** - Mr. Eby suggested the Board review the draft 2012 audit and asked if there were any questions. Mrs. Gill indicated the decrease in cash was due to the out of pocket expenses associated with the Peru project and the audit also reflects the grant monies received for the project. Mr. Shultz asked if the issues discussed during the last meeting were resolved and Mrs. Gill stated yes, they were. **Mr. Swales moved, seconded by Mr. Eby to approve the 2012 audit as presented.** 3 ayes, 0 nays, 2 absent. **The motion carried.**

**ACTION ITEMS:**

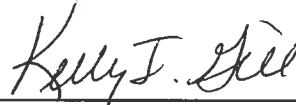
None

**Next regular scheduled meeting is August 20<sup>th</sup> at 6:30 p.m.**

**ADJOURNMENT:**

**Mr. Swales moved, seconded by Mr. Shultz to adjourn the meeting at 6:59 p.m. 3 ayes, 0 nays, 2 absent. The motion carried.**

Respectfully submitted,



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Kelly J. Gill, Recording Secretary

CC: Benner Township 9/18/2013