

BENNER TOWNSHIP WATER AUTHORITY

REGULAR MEETING

October 18, 2016

ATTENDANCE:

AUTHORITY MEMBERS PRESENT: Tom Eby
Tim Edkin
Steve Lanich
Jerry May
Andy Swales – via telephone

OTHER ATTENDEES: Warren Miller – SBWJA
Kelly Gill – SBWJA
Brian Shura, P.E. – Stiffler McGraw
See Attached Guest List

CALL TO ORDER:

The October 18, 2016, Regular Meeting of the Benner Township Water Authority was called to order at 6:37 P.M. by Tom Eby, Chairman.

ROLL CALL:

Tim Edkin, Secretary, took Roll Call, recording five members present. Mr. Eby, Chairman, noted that with a quorum present, the Benner Township Water Authority was permitted to conduct business under the laws of Pennsylvania.

APPROVAL OF MEETING MINUTES:

The Minutes of the September 20, 2016 regular meeting were presented for review. **Mr. Eby moved, seconded by Mr. Edkin to approve the Minutes of the September 20, 2016 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 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. May to approve the Treasurer's Report as presented, the Paid Checks in the amount of \$920.06 and Bills by Vendor in the amount of \$7,923.89. 5 ayes, 0 nays. The motion carried.**

SBWJA REPORT:

PA DCED Grant Program – The Authority is in the process of finalizing the grant application as part of the PA Small Water and Sewer grant program available through the PA Department of Community & Economic Development (DCED). Mr. Miller indicated the total project cost is estimated to be \$125,652.94 with the Authority providing matching funds of 15%, which amounts to \$18,847.94 for an overall grant request of \$106,805.00.

Upgrades to the Grove Park Water system would include installing a propane generator and transfer switch to energize the system during power failures, replacement of the two outdated and undersized high service pumps, installation of variable frequency drives (VFD) and the installation of radio telemetry to report any alarms.

The Authority proposes to install radio telemetry and VFDs to the Hampton/Opequon system.

The Board was provided with a copy of the information to be submitted with the grant application, which will be reviewed by the Authority's engineer and then submitted by the October 31, 2016 deadline. Mr. Miller indicated a Resolution will be presented later in the meeting and will need approved to submit along with the application.

Benner Township New Building – Mr. Miller has been in discussion with Benner Township's Roadmaster and the Township has decided to extend the 8" mainline onto their property with a fire hydrant being installed. As previously indicated, the Authority will need to obtain an easement from the Grove Park Homeowner's Association (HOA) through the open space area. Mr. Miller has recently met with the President of the Grove Park HOA, Doug Laremore, to review the area of the proposed easement. Mr. Laremore has made the HOA aware of the proposed project.

Melinda Conrad asked if there was a timeline for the project and who would be responsible for the reseeding of the affected area. Mr. Miller stated he believes Benner Township wants to excavate this Fall and then would likely wait until next Spring to seed. Mrs. Conrad indicated the open space area borders her property and if there are any questions relating to the property pins, her husband can meet someone on-site to review the property lines.

Emergency Response Plan (ERP) – Mr. Miller revised the Emergency Response Plan for the Hampton/Opequon Water System to be consistent with the Grove Park ERP and presented the revised document to the Board. Mr. Edkin reviewed a few minor corrections with Mr. Miller.

Well Level Charts – The Board was provided with the quarterly charts that reflect the daily water usage for each system and the static well levels for each well. Mr. Miller indicated the lack of rainfall is evident, but nothing to be concerned about.

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

ENGINEER'S REPORT - Mr. Shura had nothing to report.

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

CORRESPONDENCE: There was no Correspondence presented for discussion.

OLD BUSINESS:

Source Water Protection Plan (SWP) – The Authority is waiting for Mark Stephens, PA DEP, to complete the work on the fracture trace analysis. Mr. Eby asked if the application of biosolids was referenced as a potential contaminate in the Authority's draft SWP plan. Mr. Miller will review the SWP and report his findings at a future meeting.

Emergency Response Plan (ERP) – Mr. Edkin moved, seconded by Mr. Lanich to approve the Emergency Response Plan for the Hampton/Opequon Water system as amended. 5 ayes, 0 nays. The motion carried.

Resolution #2016-01 (PA Small System Grant) – Mr. Eby moved, seconded by Mr. Edkin to approve Resolution #2016-01 citing the Benner Township Water Authority's request for a PA Small Water and Sewer Program grant of \$106,805.00 as presented and made a part of these official Meeting Minutes. 5 ayes, 0 nays. The motion carried.

Resolution #2016-02 (First National Bank) – Mrs. Gill indicated that she has met with representatives of First National Bank to start the process for transferring the Authority's monies from PLGIT to an operating and reserve account through First National Bank. The Authority will need to approve a Resolution for each account and also sign the authorized signature cards before the accounts can be opened. **Mr. Lanich moved, seconded by Mr. Edkin to approve Resolution #2016-02 to open a Preferred Interest (Operating) Bank account at First National Bank while naming the authorized account signers as attached and made a part of these official Meeting Minutes. 5 ayes, 0 nays. The motion carried.**

Resolution #2016-03 (First National Bank) – **Mr. Lanich moved, seconded by Mr. Edkin to approve Resolution #2016-03 to open a Public Funds Money (Capital Reserve) Bank account at First National Bank while naming the authorized signers as attached and made a part of these official Meeting Minutes. 5 ayes, 0 nays. The motion carried.**

NEW BUSINESS:

2017 Board Meeting Schedule – Mrs. Gill informed the Board that she received an email from Sharon Royer of Benner Township indicating due to the construction of the Benner Township Municipal building planned for 2017, the Water Authority may want to consider relocating its meetings for 2017. The meeting schedule was prepared based on holding the 2017 meetings at the Spring Benner Walker Joint Authority's office at 170 Irish Hollow Road, Bellefonte. **Mr. Lanich moved, seconded by Mr. May to approve the 2017 Board meeting schedule as presented and made a part of these official meeting minutes. 5 ayes, 0 nays. The motion carried.**

EXECUTIVE SESSION – Mr. Eby recessed the Board for an Executive Session at 7:30 p.m. to discuss Litigation. The meeting reconvened at 8:40 p.m.

2017 Budget – A tentative 2017 budget will be presented at the November Board meeting with final approval occurring at the December meeting. Mr. Miller indicated if the grant is not approved he would recommend the Authority consider installing the generator and transfer switch to the Grove Park system to ensure continued water service during electrical outages.

ACTION ITEMS:

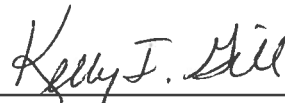
- Mr. Miller to review SWP to determine if biosolids mentioned as potential contaminate
- Mr. Miller to modify ERP for Hampton/Opequon system as discussed
- Mr. Shura to review grant application
- Mr. Miller to finalize & submit grant application by deadline
- Mr. Miller and Mrs. Gill to prepare tentative budget for 2017

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

ADJOURNMENT:

Mr. Lanich moved, seconded by Mr. May to adjourn the meeting at 8:41 p.m. 5 ayes, 0 nays. The motion carried.

Respectfully submitted,



Kelly J. Gill, Recording Secretary

CC: Benner Township 11/16/16

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

**REGULAR MEETING
OCTOBER 18, 2016**

GUEST LIST

1. John Kostas
2. Melinda Conrad
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____
13. _____
14. _____

BENNER TOWNSHIP WATER AUTHORITY
RESOLUTION #2016- 01
PA SMALL SYSTEM GRANT

Be it RESOLVED, that the Benner Township Water Authority of Centre County hereby request a PA Small Water and Sewer Program grant of \$ 106,805.00 from the Commonwealth Financing Authority to be used for the purchase of electrical components which will allow our system to operate more efficiently. This includes a generator and transfer switch to allow for continuous water/fire service during electricity outages, replace failing high service pumps to properly pressurize the water system and purchase/install radio telemetry to immediately transmit alarms to proper officials.

Be it FURTHER RESOLVED, that the Applicant does hereby designate Thomas N. Eby, Chairman and Timothy R. Edkin, Secretary as the official(s) to execute all documents and agreements between the Benner Township Water Authority and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

I, Timothy R. Edkin, duly qualified Secretary of the Benner Township Water Authority, Centre County, PA, hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Benner Township Water Authority at a regular meeting held October 18, 2016 and said Resolution has been recorded in the Minutes of the Benner Township Water Authority and remains in effect as of this date.

IN WITNESS THEREOF, I affix my hand and attach the seal of the Benner Township Water Authority, this 18th day of October, 2016.

Benner Township Water Authority

Name of Applicant

Centre

County

Timothy R. Edkin

Timothy R. Edkin, Secretary

Benner Township Water Authority
October 18, 2016

2016-02

2016-45

CORPORATE AUTHORIZATION RESOLUTION

By: BENNER TOWNSHIP WATER AUTHORITY

FIRST NATIONAL BANK
 4140 EAST STATE STREET
 HERMITAGE PA 16148


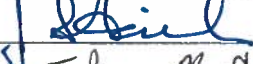
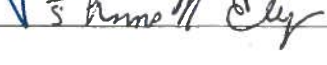
170 IRISH HOLLOW ROAD
 C/O SBWJA
 BELLEFONTE, PA 16823

Referred to in this document as "Financial Institution"

Referred to in this document as "Corporation"

I, Timothy R. Edkin, certify that I am Secretary (clerk) of the above named corporation organized under the laws of Pennsylvania, Federal Employer I.D. Number 25-1825111, engaged in business under the trade name of BENNER TOWNSHIP WATER AUTHORITY, and that the resolutions on this document are a correct copy of the resolutions adopted at a meeting of the Board of Directors of the Corporation duly and properly called and held on 10/18/2016 (date). These resolutions appear in the minutes of this meeting and have not been rescinded or modified.

AGENTS Any Agent listed below, subject to any written limitations, is authorized to exercise the powers granted as indicated below:

Name and Title or Position	Signature	Facsimile Signature (if used)
A. <u>SWALES ANDREW C</u> , <u>Vice Chairman</u>	X 	X
B. <u>LANICH J STEVENS</u> , <u>Treasurer</u>	X 	X
C. <u>THOMAS N EBY</u> , <u>Chairman</u>	X 	X
D. _____	X _____	X _____
E. _____	X _____	X _____
F. _____	X _____	X _____

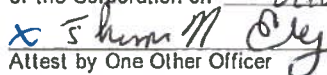

POWERS GRANTED (Attach one or more Agents to each power by placing the letter corresponding to their name in the area before each power. Following each power indicate the number of Agent signatures required to exercise the power.)

Indicate A, B, C, D, E, and/or F	Description of Power	Indicate number of signatures required
A, B, C	(1) Exercise all of the powers listed in this resolution.	2
_____	(2) Open any deposit or share account(s) in the name of the Corporation.	_____
_____	(3) Endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit with this Financial Institution.	_____
_____	(4) Borrow money on behalf and in the name of the Corporation, sign, execute and deliver promissory notes or other evidences of indebtedness.	_____
_____	(5) Endorse, assign, transfer, mortgage or pledge bills receivable, warehouse receipts, bills of lading, stocks, bonds, real estate or other property now owned or hereafter owned or acquired by the Corporation as security for sums borrowed, and to discount the same, unconditionally guarantee payment of all bills received, negotiated or discounted and to waive demand, presentment, protest, notice of protest and notice of non-payment.	_____
_____	(6) Enter into a written lease for the purpose of renting, maintaining, accessing and terminating a Safe Deposit Box in this Financial Institution.	_____
_____	(7) Other _____	_____

LIMITATIONS ON POWERS The following are the Corporation's express limitations on the powers granted under this resolution.

EFFECT ON PREVIOUS RESOLUTIONS This resolution supersedes resolution dated _____. If not completed, all resolutions remain in effect.

CERTIFICATION OF AUTHORITY I further certify that the Board of Directors of the Corporation has, and at the time of adoption of this resolution had, full power and lawful authority to adopt the resolutions on page 2 and to confer the powers granted above to the persons named who have full power and lawful authority to exercise the same. (Apply seal below where appropriate.)

1 If checked, the Corporation is a non-profit corporation. In Witness Whereof, I have subscribed my name to this document and affixed the seal of the Corporation on October 18, 2016 (date).
 Attest by One Other Officer
 Secretary

2016-03

Benner Township Water Authority
October 18, 2016 CORPORATE AUTHORIZATION RESOLUTION

2016-46

By: BENNER TOWNSHIP WATER AUTHORITY

FIRST NATIONAL BANK
4140 EAST STATE STREET
HERMITAGE PA 16148

170 IRISH HOLLOW ROAD

BELLEFONTE PA 16823

Referred to in this document as "Financial Institution"

Referred to in this document as "Corporation"

I, Timothy R. Edkin
Pennsylvania, certify that I am Secretary (clerk) of the above named corporation organized under the laws of
Pennsylvania, Federal Employer I.D. Number 25-1825111, engaged in business under the trade name of
BENNER TOWNSHIP WATER AUTHORITY, and that the resolutions on this document are a correct copy of the resolutions
adopted at a meeting of the Board of Directors of the Corporation duly and properly called and held on 10/18/2016 (date).
These resolutions appear in the minutes of this meeting and have not been rescinded or modified.

AGENTS Any Agent listed below, subject to any written limitations, is authorized to exercise the powers granted as indicated below:

Name and Title or Position	Signature	Facsimile Signature (if used)
A. <u>SWALES ANDREW C</u>	<input checked="" type="checkbox"/> <u>[Signature]</u>	X
B. <u>LANICH J STEVENS</u>	<input checked="" type="checkbox"/> <u>[Signature]</u>	X
C. <u>THOMAS N EBY</u>	<input checked="" type="checkbox"/> <u>[Signature]</u>	X
D. _____	<input type="checkbox"/> _____	X
E. _____	<input type="checkbox"/> _____	X
F. _____	<input type="checkbox"/> _____	X

POWERS GRANTED (Attach one or more Agents to each power by placing the letter corresponding to their name in the area before each power. Following each power indicate the number of Agent signatures required to exercise the power.)

Indicate A, B, C, D, E, and/or F	Description of Power	Indicate number of signatures required
<u>A,B,C</u>	(1) Exercise all of the powers listed in this resolution.	<u>2</u>
_____	(2) Open any deposit or share account(s) in the name of the Corporation.	_____
_____	(3) Endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit with this Financial Institution.	_____
_____	(4) Borrow money on behalf and in the name of the Corporation, sign, execute and deliver promissory notes or other evidences of indebtedness.	_____
_____	(5) Endorse, assign, transfer, mortgage or pledge bills receivable, warehouse receipts, bills of lading, stocks, bonds, real estate or other property now owned or hereafter owned or acquired by the Corporation as security for sums borrowed, and to discount the same, unconditionally guarantee payment of all bills received, negotiated or discounted and to waive demand, presentment, protest, notice of protest and notice of non-payment.	_____
_____	(6) Enter into a written lease for the purpose of renting, maintaining, accessing and terminating a Safe Deposit Box in this Financial Institution.	_____
_____	(7) Other _____	_____

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CERTIFICATION OF AUTHORITY

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If checked, the Corporation is a non-profit corporation.

In Witness Whereof, I have subscribed my name to this document and affixed the seal of the Corporation on October 18, 2016 (date).

[Signature]
Attest by One Other Officer

[Signature]
Secretary

Benner Township Water Authority 2017 Regular Meeting Schedule

January 17, 2017
February 21, 2017
March 21, 2017
April 18, 2017
May 16, 2017
June 20, 2017
July 18, 2017
August 15, 2017
September 19, 2017
October 17, 2017
November 21, 2017
December 19, 2017

All Regular Meetings will be held on the third Tuesday of each month. The regular meetings will begin at 6:30 P.M., prevailing time. A Work Session may be held before each Regular Meeting and will begin at 5:30 P.M., prevailing time. All meetings and work sessions will be held at the Spring Benner Walker Joint Authority Office Building, 170 Irish Hollow Road, Bellefonte, PA unless otherwise advertised.

Kelly Gill, Recording Secretary