

# **BENNER TOWNSHIP WATER AUTHORITY**

## **REGULAR MEETING**

**April 16, 2019**

### **ATTENDANCE:**

**AUTHORITY MEMBERS PRESENT:** Tom Eby  
Tim Edkin  
Jerry May

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

### **CALL TO ORDER:**

The April 16, 2019, Regular Meeting of the Benner Township Water Authority was called to order at 6:50 P.M. by Tom Eby, Chairman.

### **ROLL CALL:**

Tim Edkin, Secretary, took Roll Call, recording three members present. Mr. Lanich and Mr. Swales were absent. 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 March 19, 2019 regular meeting were presented for review. **Mr. Eby moved, seconded by Mr. May to approve the Minutes of the March 19, 2019 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. Edkin asked for a further description of the maintenance services referenced within the SBWJA billing. Mrs. Gill stated the maintenance services represent the SBWJA maintenance department's time associated with completing the daily water system checks including analytical testing and water main breaks. These services are tracked separately for each water system and are itemized within the bill. Further discussion was held about the average monthly bill for these services. **Mr. Edkin moved, seconded by Mr. May to approve the Treasurer's Report as presented, the Paid Checks in the amount of \$836.17 and Bills by Vendor in the amount of \$3,384.25.** 3 ayes, 0 nays, 2 absent. **The motion carried.**

**SBWJA REPORT:**

**Bio-solids Legal Fees Expense** – The legal fees expense associated with the bio-solids appeal incurred to date are \$117,228.58. Dr. Gary Petersen recently contacted the Authority office inquiring about the ruling and was quite surprised that we haven't been notified to date.

**Fracture Trace Analysis** – Dr. Parizek provided the fracture trace analysis for the Hampton/Opequon system and also the fracture trace analysis for the potential exploration and development of public water supply wells in the Grove Park/Hampton/Opequon region. The Hampton/Opequon fracture trace analysis was provided to SSM Group and Mark Stephens, PA DEP, to be incorporated within the Source Water Protection Plan a couple of weeks ago. Mr. Miller stated that he hasn't received a response from Mr. Stephens or SSM Group; however, through discussions with other PA DEP Water Quality personnel today it was noted that the fracture trace analysis is being reviewed.

**New Source Development** – At the conclusion of the last Water Authority meeting, Mr. Swales suggested the Authority sample some private wells along Raymond’s Lane near a significant fault line that occurs in this area running in an east/west orientation. Raw water samples of the private wells were taken on April 4, 2019 and were analyzed for nitrate, nitrite and total coliform. The test results were received earlier today and are as follows:

1002 Buffalo Run Road	Nitrate – 4.23 mg/l
125 Lower Gyp Road	Nitrate – 5.49 mg/l
103 Willow Bend Drive	Nitrate – 3.71 mg/l

Mr. Miller suggested obtaining additional raw water samples of private wells within the Raymond’s Lane/Seibert Road area and the Board agreed. Mr. Miller stated due to the high water table these nitrate results may be lower than typical due to dilution.

**Grove Park Nitrate Levels** – Mr. Miller provided the Board with the results of the nitrate level in the Grove Park well on April 4, 2019, which was 5.96 mg/l. This is the lowest nitrate result since 2013. Mr. Miller reminded the Board that this is likely associated with the extremely high water table.

**Fertilizer Use Near Water Supply** - Discussion was held about the importance of public education as it relates to the use of fertilizer and other lawn chemicals and their impacts on a water supply. Mr. Miller suggested adding an article to the Benner Township newsletter regarding the use of fertilizers and lawn chemicals.

**Generator** – This past week we were approached by the Centre County Government regarding our interest in an Onan 20/30 KW natural gas generator that was used for emergency power in the Willowbank Building. The County is updating their system and will be replacing the unit. Mr. Miller informed the Board that he contacted the County to let them know that the Water Authority is interested in acquiring the generator which could be used as a back- up power supply to the Hampton well. The PA DEP will be moving forward with requiring public water systems to have emergency power for their systems so this seemed like a good opportunity for the Water Authority.

The generator will need converted from natural gas to propane, require the installation of a transfer switch and also an enclosure such as a storage shed. Mr. Miller recommended sending the generator to Breon’s Inc. in Pleasant Gap for them to complete the conversion and test the generator. The Board inquired about the expenses associated with the generator installation. Mr. Miller stated he will obtain estimates for the next Water Authority meeting.

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

**ENGINEER'S REPORT:**

**Benner Township Zoning Ordinance** – Mr. Shura stated that he contacted Benner Township's solicitor, Rodney Beard, to discuss developing language to address both the Township's and this Authority's concerns with water service as it relates to future development. Mr. Beard indicated he is willing to look into this further.

**GUESTS:** There were no Guests wanting to address the Board.

**CORRESPONDENCE:**

**Audit Engagement Letter** – Baker Tilly Virchow Krause, LLP provided an audit Engagement Letter for completion of the 2018 audit. Mr. Edkin reviewed several areas of concern within the audit engagement letter. First, there is a statement indicating Baker Tilly will audit the Authority's Annual Report of Municipal Authorities and Neighborhood Improvement Districts. Mr. Edkin asked what the Neighborhood Improvement Districts were and wanted to know why they were being included. Mrs. Gill stated that she believes that was newly added this year and she will look into that further.

Mr. Edkin indicated the audit engagement letter references an audit committee and asked if the Water Authority has an audit committee. Mrs. Gill stated no, currently there are no committees. Mr. Edkin referenced a section of the audit engagement letter where it refers to BTWA's management being responsible for the financial statements and Mr. Edkin wanted to know who BTWA's management was. Mr. Miller stated the Spring Benner Walker Joint Authority (SBWJA) is contracted by the BTWA to provide these services. Mr. Edkin then asked why that wasn't specified. Mr. Miller indicated this is a standard audit engagement letter that Baker Tilly provides to all of its clients.

Mr. Edkin then referenced the management representation letter and asked if the BTWA Board approves the letter first. Mrs. Gill stated that Baker Tilly provides a standard letter that we place on BTWA letterhead and the BTWA Chairman signs at the Board meeting when the audit is discussed/approved. Mrs. Gill stated that there have been no findings that required a detailed response from us.

Mr. Edkin asked if we publish our financial statements on our Authority website, since we now have one. Mrs. Gill stated that we currently do not; however, she will further investigate to determine if we are required to post it on our website. Mr. Edkin stated he would like to see the audit posted on the website.

Mr. Edkin asked when the audit is being completed because the audit engagement letter references the scheduled date on several occasions, but does not provide a specific date. Mrs. Gill stated the auditor was provided with electronic files in advance, but is

scheduled for a visit later this week. Mrs. Gill reminded the Board that the audit cannot commence until after March 15<sup>th</sup> of each year due to billing in arrears.

Mr. Edkin referred to a paragraph in the audit engagement letter where it states Baker Tilly may use temporary contract staff to perform certain tasks and we will be billed for that time at the rate that corresponds to Baker Tilly staff providing a similar level of service. Mr. Edkin stated he does not like that statement due to confidentiality reasons and would like to see that statement removed from the audit engagement letter if possible, even though he understands that likely won't occur.

Mr. Edkin stated he does not wish to hold up the audit; therefore, he will approve the audit engagement letter, but he would like clarification on these issues. Mrs. Gill stated she will contact Baker Tilly about Mr. Edkin's concerns.

**Mr. Edkin moved, seconded by Mr. May to approve the Audit Engagement Letter as presented by Baker Tilly Virchow Krause LLP for completion of the 2018 audited financial statements. 3 ayes, 0 nays, 2 absent. The motion carried.**

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

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

**ACTION ITEMS:**

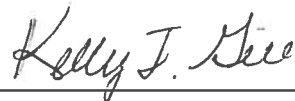
1. Mr. Miller to contact additional property owners to obtain permission to complete analytical testing of their wells.
2. Mr. Miller to provide estimates for generator (shed, transfer switch, conversion).
3. Mrs. Gill to contact Baker Tilly about clarification on the audit engagement letter.
4. Key Points of BTWA 04/16/2019 meeting to be submitted to Benner Township Supervisors.
  - a. Further analytical testing will be completed on private wells in the Raymond's Lane/Seibert Road areas to aid in identifying possible locations for the new water source.
  - b. Dr. Parizek has completed the fracture trace analysis which was provided to the PA DEP and SSM Group for their review and will be incorporated within the Authority's Source Water Protection (SWP) Plan. It is our understanding that the PA DEP is currently reviewing the fracture trace analysis and is in the process of formally accepting the BTWA's SWP Plan.
  - c. The BTWA was awarded a 20/30 KW natural gas generator that was used for emergency power at the Centre County Government's Willowbank Building. The BTWA intends on having the generator converted to propane and installing it at the Hampton Hill's well house as a back-up power source.

**Next regular scheduled meeting is May 21<sup>st</sup> at 6:30 p.m. and will be held at the SBWJA offices.**

**ADJOURNMENT:**

**Mr. Edkin moved, seconded by Mr. May to adjourn the meeting at 7:53 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 05/22/2019

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

**REGULAR MEETING**  
**April 16, 2019**

**GUEST LIST**

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