

BENNER TOWNSHIP WATER AUTHORITY

REGULAR MEETING

December 21, 2010

ATTENDANCE:

AUTHORITY MEMBERS PRESENT: Tom Eby
Steve Lanich
Gary Shultz
Andrew Swales

OTHER ATTENDEES: Warren Miller – SBWJA
Kelly Gill – SBWJA

CONSULTING ENGINEER: Charles Stover, E.I.T.

CALL TO ORDER:

The December 21, 2010, Regular Meeting of the Benner Township Water Authority was called to order at 6:30 P.M. by Tom Eby, Chairman.

APPROVAL OF MEETING MINUTES:

The Minutes of the November 16, 2010 regular meeting were presented for review. **Mr. Swales moved, seconded by Mr. Shultz to approve the Minutes of the November 16, 2010 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. The total balance as of November 30, 2010 for both bank accounts is \$153,073.63. **Mr. Shultz moved, seconded by Mr. Swales to approve the Treasurer's Report as presented.** 4 ayes, 0 nays, 1 absent. **The motion carried.**

Mr. Eby asked the Board if there were any questions regarding the Paid Checks or Bills by Vendor submitted for approval. Mr. Swales questioned Mr. Stover about the prepaid invoice to HRG in the amount of \$634.50 and wanted to know if this was the final bill for the Act 57 Study. Mr. Stover stated this was not the final bill and he believes the bill was for HRG's time to review the status of the Act 57 Study. The Board requested a more detailed explanation as to the services this invoice covered and Mr. Stover indicated he would look into this further.

Mr. Shultz moved, seconded by Mr. Swales to approve the Paid Checks in the amount of \$900.88 and Bills by Vendor in the amount of \$1,194.49. 4 ayes, 0 nays, 1 absent. The motion carried.

Mr. Eby amended the Agenda to discuss all other items before discussion was held regarding the Grove Park Water System.

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

GUESTS: There were no Guests present.

CORRESPONDENCE: There was no Correspondence presented for discussion.

NEW BUSINESS:

2011 Tentative Budget – Mr. Eby questioned if the Village of Peru or Grove Park was reflected in the 2011 Budget. Mr. Miller stated that the Village of Peru was not included within the 2011 budget due to the anticipated construction date not being until 2012. Mrs. Gill indicated the Board decided to not include the Grove Park Water System in the budget until the acquisition is finalized. The budget can then be modified to reflect the Grove Park Water System once everything is finalized.

The Board indicated there were no suggested changes; therefore, **Mr. Swales moved, seconded by Mr. Eby to approve the 2011 Budget as presented and made a part of these official meeting Minutes. 4 ayes, 0 nays, 1 absent. The motion carried.**

ENGINEER'S REPORT: See the attached Engineer's Report as made a part of these official Minutes.

SBWJA REPORT:

Village of Peru – Mr. Miller informed the Board that he contacted Matt Milliron regarding requesting additional CDBG funding for the Village of Peru. As a result, a letter has been prepared and delivered to the Centre County Commissioners requesting additional funding (2011) in the amount of \$125,000. Mr. Milliron provided Mr. Miller with an agreement that will be between Centre County and Benner Township for the CDBG funding. Mr. Miller will attend the Benner Township Supervisors meeting on January 3, 2011 to present the agreement.

Sprinkler System Regulations – Mr. Miller reported that the new sprinkler system regulations will become effective January 1, 2011; however, there is talk that it may get delayed until 2012.

OLD BUSINESS:

Grove Park Water System –After the last meeting, Mr. Eby forwarded Garen Smith an email regarding having the deficiencies found during the system inspection corrected. Mr. Smith indicated the following:

1. Grove Park Associates (GPA) will repair the fire hydrant, adjust the valve box and fix curb box 155.
2. The contractor, Randy Moyer, completed the pressure testing of the system and GPA is satisfied with the current functionality of the water system.
3. The spare chemical feed pump is sitting on the desk in the well house.
4. The low water shutoff device is installed, but not connected.
5. GPA could not locate the requirement for a one inch (1”) conduit installation for water level measurements within the PA DEP permit.

Mr. Miller informed the Board that Randy Moyer previously contacted him regarding obtaining a cost for a new fire hydrant; however, no further contact has been made regarding the corrections. The PA DEP permit was available for review during the meeting and the Board verified the location of the requirement for the well depth probe.

The Board discussed moving forward with the Agreement of Sale once GPA corrects the deficiencies. As a measure of good faith, **Mr. Shultz moved, seconded by Mr. Swales to approve the Agreement of Sale with GPA for the Grove Park Water System contingent upon GPA fulfilling the requirements of the PA DEP permit and making the corrections as documented during the system inspection. To expedite this process, the Authority will waive the condition relating to pressure testing of the water tank and distribution system and assume responsibility for the system's condition as is.** 4 ayes, 0 nays, 1 absent. **The motion carried.** GPA will be notified in writing of the conditional approval and a copy of the PA DEP permit will be attached to the letter verifying the requirement of a well depth probe.

ACTION ITEMS:

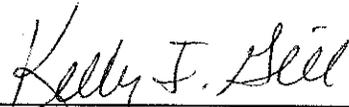
- Warren Miller will prepare and send a letter to GPA, signed by Tom Eby, regarding the conditional approval of the Sales Agreement.

Next regular scheduled meeting is January 18, 2011 at 6:30 p.m.

ADJOURNMENT:

Mr. Eby moved, seconded by Mr. Lanich to adjourn the meeting at 7:27 p.m. 4 ayes, 0 nays, 1 absent. The motion carried.

Respectfully submitted,



Kelly J. Gill, Recording Secretary

CC: Benner Township 6/19/2011

Benner Township Water Authority
2011 BUDGET

Income Accounts Income Acct Name & No.	2010 Budget Amt	2010 Budget vs Actual through 09/30/10	2011 Amt	\$ Amt Diff	% Diff
50106- Water Revenue	\$ 43,000.00	\$ 39,512.53	\$ 48,000.00	\$ 5,000.00	11.6%
50112 - Delinquent Account Collections	\$ 500.00	\$ 551.79	\$ 500.00	\$ -	0.0%
50116 - SCBWA Payments	\$ 8,000.00	\$ 8,220.45	\$ 8,000.00	\$ -	0.0%
50501 - Connection Fees	\$ 6,420.00	\$ 1,284.00	\$ 1,284.00	\$ (5,136.00)	-80.0%
50502 - Meter Fee Income					
50503 - Inspection Fee Income					
50504 - Permit Fee Income					
52701 - Earned Interest (PLGIT)	\$ 400.00	\$ 60.15	\$ 100.00	\$ (300.00)	-75.0%
52801 - Earned Interest - Capital Reserves	\$ 100.00	\$ 15.13	\$ 50.00	\$ (50.00)	
TOTAL INCOME	\$ 58,420.00	\$ 49,644.05	\$ 57,934.00	\$ (486.00)	-0.8%

Benner Township Water Authority 2011 BUDGET

Benner Township Water Authority
December 21, 2010

2010-50

Expense Acct Name & No.	2010 Budg Amt	2010 Budget vs Actual Through 09/30/10	2011 Budg Amt	\$ Amt Dif	% Diff
71002 - Legal Advertising	\$ 200.00	\$ -	\$ 200.00	\$ -	0.0%
71302 - Conferences, Continuing Education	\$ 200.00	\$ -	\$ 100.00	\$ (100.00)	-50.0%
71402 - Travel Expense	\$ 100.00	\$ -	\$ 100.00	\$ -	0.0%
71502 - Dues, Subscription & Memberships	\$ 200.00	\$ -	\$ 100.00	\$ (100.00)	-50.0%
72102 - Postage	\$ 150.00	\$ 88.30	\$ 200.00	\$ 50.00	33.3%
72902 - Office Supplies	\$ 200.00	\$ 62.10	\$ 200.00	\$ -	0.0%
73200 - Insurance					
73211 - Umbrella	\$ 600.00	\$ 489.94	\$ 600.00	\$ -	0.0%
73221 - Liability	\$ 350.00	\$ 320.00	\$ 350.00	\$ -	0.0%
73231 - Property/Casualty	\$ 575.00	\$ 533.00	\$ 575.00	\$ -	0.0%
73241 - Public Officials	\$ 1,200.00	\$ 1,000.00	\$ 1,200.00	\$ -	0.0%
74301 - Energy	\$ 3,500.00	\$ 2,358.41	\$ 3,500.00	\$ -	0.0%
74802 - PA One Call	\$ 100.00	\$ 5.10	\$ 100.00	\$ -	0.0%
77101 - Maintenance Supplies	\$ 1,700.00	\$ 719.71	\$ 1,500.00	\$ (200.00)	-11.8%
77201 - Maintenance System	\$ 1,000.00	\$ 84.60	\$ 1,000.00	\$ -	0.0%
77301 - Maintenance Repair	\$ 1,500.00	\$ 543.75	\$ 1,000.00	\$ (500.00)	-33.3%
77401 - Maintenance Chemicals	\$ 1,800.00	\$ 1,075.90	\$ 1,800.00	\$ -	0.0%
77501 - Analytical Testing	\$ 1,500.00	\$ 915.00	\$ 1,000.00	\$ (500.00)	-33.3%
78301 - Meters	\$ 1,500.00	\$ 1,784.01	\$ 2,000.00	\$ 500.00	33.3%
79102 - Legal Fees (Admin)	\$ 2,000.00	\$ 495.00	\$ 1,000.00	\$ (1,000.00)	-50.0%
79202 - Engineering	\$ 5,000.00	\$ 1,500.00	\$ 5,000.00	\$ -	0.0%
79302 - Accounting Services	\$ 3,000.00	\$ 2,800.00	\$ 3,200.00	\$ 200.00	6.7%
79701 - Contracted Services/SBWJA	\$ 15,000.00	\$ 10,295.50	\$ 16,000.00	\$ 1,000.00	6.7%
81701 - Capital Reserves	\$ 9,000.00	\$ 6,750.00	\$ 7,500.00	\$ (1,500.00)	-16.7%
81702 - Misc. Expense(Contingency) BTWA	\$ 2,000.00	\$ 6,319.54	\$ 3,274.00	\$ 1,274.00	63.7%
81703 - Capital Improvements - BTWA	\$ 2,545.00	\$ -	\$ 2,935.00	\$ 390.00	15.3%
81704 - Future Projects - BTWA					
81705 - Legal Services	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -	
81706 - Engineering Services	\$ 500.00	\$ -	\$ 500.00	\$ -	
81707 - SBWJA Contracted Services	\$ 2,000.00	\$ -	\$ 2,000.00	\$ -	
TOTAL EXPENSE	\$ 58,420.00	\$ 38,139.86	\$ 57,934.00	\$ (486.00)	-0.8%



474 Windridge Drive, Suite 100
State College, PA 16801
(814) 238-7117
FAX (814) 238-7126
www.hrg-inc.com

December 21, 2010

Benner Township Water Authority
1224 Buffalo Run Road
Bellefonte, PA 16823

Re: Status Report - Engineering Activities

Dear Authority Members:

The following summarizes our recent activities on behalf of the Benner Township Water Authority.

Act 57 Tapping Fee Report (1494.007)

HRG plans to complete a draft of the Act 57 Study, following execution of the Developer's Agreement.

Peru Feasibility Study (1494.0425)

At this time, there is nothing new to report. HRG remains available to assist the Authority regarding this matter.

We look forward to discussing these and any other issues at tonight's meeting.

Very truly yours,

Herbert, Rowland & Grubic, Inc.

Charles W. Stover II, E.I.T.
Water and Energy

CWS/dlp
X:\14\1494\1494000\Engineer Reports\2010 Eng Report\ENG NOV-10.doc