

BENNER TOWNSHIP WATER AUTHORITY

REGULAR MEETING

October 20, 2009

ATTENDANCE:

AUTHORITY MEMBERS PRESENT: Tom Eby
Mark Capriani
Gary Shultz
Andrew Swales

OTHER ATTENDEES: Warren Miller – SBWJA
Kelly Gill – SBWJA

CONSULTING ENGINEER: Don Schwartz

CALL TO ORDER:

The October 20, 2009, Regular Meeting of the Benner Township Water Authority was called to order at 6:31 P.M. by Tom Eby, Chairman.

APPROVAL OF MEETING MINUTES:

The Minutes of the July 21, 2009 regular meeting were presented for review. **Mr. Shultz moved, seconded by Mr. Swales to approve the Minutes of the July 21, 2009 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. The total balance as of September 30, 2009 for all three bank accounts, including the maintenance bond for the Benner Elementary School, is \$132,545.01. **Mr. Shultz moved, seconded by Mr. Swales to approve the Treasurer's Report as presented.** 3 ayes, 0 nays, 2 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. Shultz moved, seconded by Mr. Swales to approve the Paid Checks in the amount of \$7,191.68 and Bills by Vendor in the amount of \$2,213.04.** 3 ayes, 0 nays, 2 absent. **The motion carried.**

SBWJA REPORT:

LMI Pump – Mr. Miller informed the Board that we are experiencing some LMI Pump issues with the sodium hypochlorite system. The sodium hypochlorite is off-gassing and the pump is losing prime each time it cycles. The maintenance staff has been diluting the solution in an attempt to reduce the off-gassing; however, this hasn't corrected the issue. Mr. Miller suggested purchasing a degassing head for the diaphragm pump, which will cost approximately \$300.00. The Board authorized approval of the purchase of a degassing head for the diaphragm pump.

Yarrow Way Water Leak – The last valve in Opequon Hills, which provides water service to Yarrow Way, was opened in August and the daily usage increased approximately 15,000 gallons per day (gpd). Mr. Miller informed the Board that the valve was then closed until the leak was located with the assistance of the PA Rural Water Association. The leaks were repaired in September and Tom Kulakowski provided the backhoe at no cost to our Authority.

Hampton Hills Curb Boxes – The valve and curb boxes within Hampton Hills have been adjusted to match the surrounding elevation of the ground. Many of the curb boxes were buried, but some extended well above ground approximately twelve inches or more. Curb Box extensions were purchased from L/B Water Service and installed by the maintenance staff bringing the curb boxes to ground surface. This allows the staff to locate the valves quickly in any weather if needed in the future.

Developers Building to Specifications – Mr. Miller attended the Benner Township Supervisors meeting on 10/19/2009 and discussed our Authority's concerns with developers building to the Water Authority specifications if a community water system is being planned. The Benner Township Solicitor and Zoning Officer will discuss this situation and work with Mr. Miller to determine the best approach to avoid future developments from building infrastructure that does not meet our specifications.

Mark Capriani entered the meeting at 6:52 p.m.

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

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

GUESTS: There were no Guests present.

CORRESPONDENCE:

St. Marys Insurance Agency – We received a letter from St. Marys Insurance Agency requesting completion of a Public Officials Liability application, copy of the 2009 budget and the PA DEP Water Test Report. This information is used to determine the annual insurance premiums for the Authority. Mrs. Gill informed the Board that a signature stamp was used to process the application to assure the application was received by the due date.

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

NEW BUSINESS:

2010 Preliminary Budget – The Board reviewed the 2010 Preliminary Budget provided during the meeting. Discussion was held regarding whether or not it was necessary to include a line item for the Grove Park Water System purchase which may occur sometime in 2010. Mr. Swales suggested setting aside additional monies in either the Capital Improvements or Future Projects expense accounts to plan for a back up well if the existing would ever fail. In order to maintain a balanced budget, Mrs. Gill informed the Board that either the monies would have to be pulled from another expense account or a line item could be added to both the income and expenses side of the budget to use monies from Capital Reserves to fund such a project. Mr. Miller indicated the Meters Expense account could be reduced from \$3,000.00 to \$1,500.00 and the remaining monies could be placed in the Capital Reserves account for future projects.

Mr. Swales left the meeting at 7:05 p.m.

The Board decided to base the 2010 Preliminary Budget on current operations and not include a line item for the purchase of the Grove Park Water System. Mr. Miller suggested the budget could always be amended once a decision is made regarding the purchase of the system.

ACTION ITEMS: None

Next regular scheduled meeting is November 17, 2009 at 6:30 p.m.

ADJOURNMENT:

Mr. Capriani moved, seconded by Mr. Shultz to adjourn the meeting at 7:27 p.m. 3 ayes, 0 nays, 2 absent. The motion carried.

Respectfully submitted,



Kelly J. Gill, Recording Secretary

CC: Benner Township 11/18/2009



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October 20, 2009

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.

Retainer (1494.000)

There were no activities under the retainer agreement in the past month.

Act 57 Tapping Fee Report (1494.007)

Once a reimbursement agreement has been signed by the owner of the Grove Park system and itemized documentation is received to support the cost to construct the system, the draft Act 57 tapping fee report can be finalized.

Very truly yours,

Herbert, Rowland & Grubic, Inc.

Donald Schwartz
Project Manager

DS/dlp
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