

**MINUTES OF THE REGULAR MEETING OF THE
STATE COLLEGE BOROUGH WATER AUTHORITY
January 20, 2022**

CALL TO ORDER

The meeting was called to order at 4:02 P.M., prevailing time, Thursday, January 20, 2022 with Chair Person Jeffrey Kern presiding.

Special note: Due to the CoVID-19 pandemic this meeting was conducted via Zoom and met all open meeting requirements.

PRESENT

Board Members: Chair Person Jeffrey Kern, Rachel Brennan, Jason Grottini, Emory Enscore, Gary Petersen, Nathaniel Warner; Solicitor, Robert Mix; Engineer, Mark Glenn; Treasurer, Dennis Hampton; College Township Liaison, Richard Harris; Ferguson Township Liaison, Ford Stryker; Patton Township Liaison, Patricia Monteith; Harris Township Liaison, Mike Smith; State College Borough Liaison, Sam Robbins; Executive Director, Brian Heiser; Assistant Executive Director, Katie McCaulley; Director of Finance, Denise Smith; Communications and Projects Coordinator, Julia Shaffer.

ELECTION OF 2022 OFFICERS

Officers for 2021:

| | |
|---------------------------------|-------------------|
| Chairman: | Jeffrey R. Kern |
| Vice-Chairperson: | Rachel A. Brennan |
| Secretary: | Julia Shaffer |
| Assistant Secretary: | Katie McCaulley |
| Assistant Treasurer: | Denise Smith |
| Treasurer/Financial Consultant: | Dennis E. Hampton |

Officers for 2022:

| | |
|---------------------------------|-------------------|
| Chairman: | Jeffrey R. Kern |
| Vice-Chairperson: | Rachel A. Brennan |
| Secretary: | Julia Shaffer |
| Assistant Secretary: | Katie McCaulley |
| Assistant Treasurer: | Denise Smith |
| Treasurer/Financial Consultant: | Dennis E. Hampton |

It was moved by Enscore, seconded by Warner that the same officers for 2021 be reelected as the 2022 officers. Motion carried unanimously.

APPOINTMENT OF 2020 CONSULTANTS

Consultants for 2021:

| | |
|------------|---------------------------------|
| Solicitor: | Lee, Green & Reiter |
| Auditor: | Baker Tilly Virchow Krause, LLP |
| Engineer: | Gwin, Dobson & Foreman Inc. |

Consultants for 2022:

| | |
|------------|---------------------------------|
| Solicitor: | Lee, Green & Reiter |
| Auditor: | Baker Tilly Virchow Krause, LLP |
| Engineer: | Gwin, Dobson & Foreman Inc. |

It was moved by Enscore, seconded by Warner that the consultants for 2021 be retained for 2022. Motion carried unanimously.

Review of 2020 COMMITTEE APPOINTMENTS

Chairman Kern instructed committee members to review their current committees and other committees. If there are any requests to change committees, submit them to him directly and it will be considered. Final 2022 committee appointments will take place at the February Board meeting.

APPROVAL OF MINUTES

It was moved by Enscoe, seconded by Grottini that the minutes of the January 20, 2022 meeting be approved. Motion carried unanimously.

HEARING OF CITIZENS

No comments were presented.

Special note: There was a designated area provided for public access where they could make public comment and listen to the proceedings of the meeting.

RATIFICATION OF PAYMENTS

It was moved by Brennan, seconded by Warner that bill payments in the amount of \$1,505,097.12 be ratified as presented. Questions presented by the Board were answered. Motion carried unanimously.

APPROVAL OF BOARD FUND REQUISITIONS

It was moved by Warner, seconded by Enscoe that the Board Reserve Fund requisitions in the amount of \$32,315.47 be approved as presented. Motion carried unanimously.

APPROVAL OF PENNVEST LOAN FUND DISTRIBUTION

It was moved by Warner, seconded by Grottini that the Penn Vest Loan Fund distributions in the amount of \$126,946.54 be approved as presented. Motion carried unanimously.

WATER CONNECTION APPLICATIONS

Mr. Kern reported that there are eight new water connection applications for approval for January. The applications are as follows:

| | | | |
|-------------------------|-----------------------------|--------|----|
| S&A Homes | Lot 114, 128 Veery Way | Patton | 1" |
| S&A Homes | Lot 115, 130 Veery Way | Patton | 1" |
| S&A Homes | Lot 116, 132 Veery Way | Patton | 1" |
| S&A Homes | Lot 117, 134 Veery Way | Patton | 1" |
| S&A Homes | Lot 118, 136 Veery Way | Patton | 1" |
| S&A Homes | Lot 212, 225 Beaumanor Road | Patton | 1" |
| S&A Homes | Lot 205, 197 Beaumanor Road | Patton | 1" |
| Jason and Aeri Vanscyoc | 507 Kennard Road | Harris | 1" |

It was moved by Enscoe, seconded by Brennan that these connections be approved subject to the Authority’s Rules & Regulations. Motion carried unanimously.

HARRIS TOWNSHIP LIAISON REAPPOINTED

Mr. Kern reported the Harris Township liaison, Mike Smith, has been reappointed.

COMMITTEE REPORTS

Finance Committee – No report.

Facilities, Operations and Planning Committee – No report.

Appeals – No report.

Public Relations – No report.

Source Water Protection – No report.

HR Evaluation – No report.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Heiser thanked Mike Smith for his willingness to serve as a liaison again and grateful Harris Township reappointed him.

DISTRIBUTION- As weather permits lead and copper service line inspections and fire hydrant rebuild work continues. There have been 4 main breaks since the last meeting, 3 of which have occurred since midnight. They all have been repaired and are back in service. Crews are reviewing several brands of GPS equipment to determine which one will be best to purchase.

PRODUCTION- It was reported last month there was a failure at well 57, the motor and pump have been pulled. It has been determined to be a motor failure. Currently waiting on prices and availability for either a replacement or rebuild. Resumes are being accepted through February 10th for a plant operator's position.

FLUORIDE- The purchase of sodium fluoride is currently out for bid. Bids are to be open February 8th with the intent to award at the February Board meeting. Staff was unsuccessful purchasing sodium fluoride through the competitive bid several months ago. A small quantity of fluoride to purchase without the need to bid was located. The Authority does not anticipate receiving any bids. Vendors are telling us fluoride is nonexistent and do not see fluoride being available in the near future. If production were to run out of fluoride, the Authority will be in violation of our operating permit. Staff have been in contact with DEP regarding the potential violation. DEP is willing to work with the Authority because they are aware the product is not available. If fluoride is unavailable the Authority has two choices: continue to operate in violation of our operating permit or start the process to have fluoride removed from the operating permit. That process will involve completing an application requesting an amendment to the operating permit, a sixty day period for public comment and public hearing. At this point, the recommendation is to see if any bids are received by February 8th and then based on Board comments today, proceed accordingly. Ms. Brennan stated she is in favor of removing it from the permit. Mr. Kern stated the Authority would need to make a decision about the permit by the February meeting because of the lengthy process to amend the operating permit. Mr. Warner and Mr. Grottini agreed with Ms. Brennan. Executive Director Heiser stated there will be an agenda item in February to award a Fluoride purchase bid. If there are no bids to award a contract, that business item will provide the opportunity for the discussion to occur regarding the appropriate action.

Mr. Petersen joined the meeting at 4:20 PM.

METER SHOP- Crews have installed 1,285-meter upgrades in 2021 with 5,400-meter upgrades performed system wide since the project started in 2019. Meters ranging in size from 5/8" residential to 6" commercial meters have been replaced. The Authority is short of the goal at this point in the project, however due to supply issues beyond the Authority's control. A small shipment of meters was received but not enough to continue on target with the replacement program.

ADMINISTRATION- There has been a renewed interest in e-billing with enrollment now up to 1,620. Audit preparations are under way, the initial planning meeting has been scheduled for later this month. Employees will participate in defensive driving and annual substance abuse recognition training. Bid requests are out for two utility trucks and upcoming waterline project materials approved in the budget. The bid openings are February 8th with intent to award at the February Board meeting. The post construction sampling for the monitoring well at The Yards at State College was completed late in 2021, results are available on the website. There is no change in the concentrations of contaminants at well field 1. At this point this increase is not a concern, however monitoring of the well field and monitoring well will continue.

A Board Reserve Fund budget summary was provided in the Board members' packets. There were approximately \$3.4 million in projects and major equipment budgeted with the actual cost being approximately \$2.4 million. Overall waterline projects were under budget, with one remaining invoice for Oneida Street expected from the Borough. Boalsburg Pike project was over budget because materials were purchased for the entire project beyond just the 2021 phase. Crews also completed two additional blocks that were not part of the 2021 budget. Questions presented were addressed.

MAJOR PROJECTS- Working on the main office site plans. The valve actuators that were to be completed in 2021 were completed last week.

Nixon/Kocher Plant- Well 71 has been reinstalled. All of the contractors will be pulling off of the site for the first two weeks of February with the exception of the flooring contractor so they can finish the floors.

GRANT OPPORTUNITY - The Authority has been approached about participating in a grant project. The grant project is part of the Consumptive Use Mitigation Grant Program managed by SRBC. A final determination has not yet been made as to if participation in the grant will be beneficial to the Authority.

LIASON'S REPORT

State College Borough Staff Liaison – No report.

Benner Township Water Authority Liaison– Not present.

Centre Regional Planning Commission-

College Township Water Authority Liaison – Mr. Harris reported the Authority has invested money on additional leak detection equipment and conducted training. They have budgeted for additional equipment this year.

Ferguson Township Liaison – No report. Mr. Stryker asked if the operating permit could be modified to not use fluoride during supply shortage with the idea the Authority would go back to adding fluoride when it was available again, as opposed to complete removal. Mr. Kern stated the Board is responding to the fact that the Authority cannot get fluoride.

Halfmoon Township – Not present.

Harris Township Liaison – No report.

Patton Township Water Authority Liaison – No report but Ms. Monteith expressed her concern about fluoride. Chairperson Kern reminded the group that there will be opportunity to discuss this topic but not at this time.

University Area Joint Authority Liaison – Not present.

CONSULTANTS REPORT

Solicitor – No report.

Engineer – Mr. Glenn reported the Calder Way project is going to be a fairly substantial project and the Borough is taking the lead on it. The project scope has increased, extending from South Atherton Street to McCallister Street, which is about 2,500' of alley. The goal this year is to complete the design work, which is going to involve a lot of input from various utilities underground and above ground. Rough estimate for the project is \$15 million which including surface improvements, walking pathways and other amenities. This will be a multi-year project in regards to implementation and construction.

Treasurer – Mr. Hampton provided a year-end financial summary report where he noted a tremendous amount of connections were purchased during the 2021 year. Overall expenses were under budget by 10.1% and net income exceeded budget by 35.5%. He stated COVID continues to play into the expenses.

Executive Session

At 4:47 P.M. Chairman Kern called for the suspension of the regular Authority meeting to enter into Executive Session. At 4:50 P.M. the Board returned to its regular meeting.

ADJOURNMENT

At 4:51 P.M. it was moved by Enscoe, seconded by Grottini that the meeting be adjourned. Motion carried.