

**MINUTES OF THE REGULAR MEETING OF THE
STATE COLLEGE BOROUGH WATER AUTHORITY
March 21, 2019**

CALL TO ORDER

The meeting was called to order at 4:05P.M., prevailing time, Thursday, March 21, 2019 with Chairman Jeffrey Kern presiding.

PRESENT

Board Members: Chairman Jeffrey Kern, Vice-Chair Rachel Brennan, Jason Grottini, Bernard Hoffnar, Emory Enscoe, Solicitor, Robert Mix; Engineer, Mark Glenn; Treasurer, Dennis Hampton; State College Borough Liaison, Deb Hoag; Benner Township Liaison, Steve Lanich; College Township Water Authority, Richard Harris; Ferguson Township Liaison, Wes Glebe; Patton Township Liaison, Patricia Monteith; University Area Joint Authority Liaison, Brian Dempsey; Executive Director, Brian Heiser; Assistant Executive Director, Katie McCaulley; Director of Finance, Susan Runk; Communications and Projects Coordinator, Julia Shaffer.

Also, in attendance were C-Net personnel. An audience attendance list is available upon request.

APPROVAL OF MINUTES

It was moved by Enscoe, seconded by Grottini that the minutes of the February 21, 2019 meeting be approved as presented. Motion carried unanimously.

HEARING OF CITIZENS

Centre Region COG Executive Director, Jim Steff gave an update on what is going on with the Whitehall Road Park. Centre Region Parks has received a \$300,000 grant to build an All Abilities playground which is a playground that is targeting kids with mobility handicaps. He stated they are also applying for another \$300,000 grant for lighting at one of the fields to be able to extend playing time in the evening on the field. This grant has not been approved, the application has only been submitted. Mr. Steff also spoke with Cory Miller, University Area Joint Authority Executive Director, about the possibility of UAJA planting trees at the Whitehall Road Park to receive nutrient credits when the trees are planted by a stream or storm water swale. Mr. Miller is going to meet with Pam Salokangas, Centre Region Parks and Recreation Director, to discuss the opportunities for some tree planting at the park. Mr. Miller mentioned to Mr. Steff the ideal location for tree planting is on the property that the Authority owns because the swale runs directly across it. There has been some discussion about different practices for land use. There is a meeting next Tuesday that Executive Director Heiser is invited to with COG's Centre Region Parks Recreation Director and Ferguson Township to talk about the storm water plan that is proposed for the Whitehall Road Park. Once that plan is finalized,

they will be able to provide an estimate of cut and fill materials. Mr. Hoffnar asked whom the grants were provided through. Mr. Steff stated both grants are through DCNR.

APPROVAL OF PAYMENTS

It was moved by Hoffnar, seconded by Enscore that bill payments in the amount of \$1,472,149.94 be ratified as presented. Motion carried unanimously.

DISCUSSION: WHITEHALL ROAD REGIONAL PARK

Mr. Kern explained the Whitehall Regional Park dog park is listed on the agenda due to Mr. Steff explaining last month that a separate letter would need to be sent to the COG General Forum to deal with that issue as opposed to some of the other design issues. This has to be a separate item because the General Forum decides all master plan changes and this would be a change to the master plan. Mr. Kern asked for this item to be on the agenda to discuss whether the Authority wanted to submit a letter. In order to have the letter written, a motion will need to be made. Mr. Grottini asked for clarification if the Sourcewater Committee thought this was a potential ground water issue because of the dog waste and may not be the best use for that space from a source water standpoint. Mr. Kern explained there were some issues that came up about dog waste and water control. The Authority’s engineer recommended some solutions to the issues which are already required in the Centre Region. Mr. Glenn referred to a letter that was sent April 10, 2014 from GD&F to former Executive Director Lichman about the review. Mr. Hoffnar made a motion to send the letter to COG General Forum. The motion was not seconded.

WATER CONNECTION APPLICATIONS

Executive Director Heiser reported that there are five new water connection applications for approval this month. The applications are as follows:

| | | | |
|---------------------------------|------------------------------|---------|----|
| CA Student Living State College | 132 Garner Street | Borough | 6” |
| CA Student Living State College | 132 Garner Street | Borough | 8” |
| Berks Homes Inc | Lot 123, 224 Rock Forge Road | Benner | 1” |
| Berks Homes Inc | Lot 104, 104 Larch Lane | Benner | 1” |
| Berks Homes Inc | Lot 98, 117 Larch Lane | Benner | 1” |

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

APPROVAL OF ATHERTON STREET PHASE III REIMBURSEMENT AND COST SHARE AGREEMENTS

Executive Director Heiser reported that Phase III is from Park Ave through the intersection at Westerly Parkway. In order for The Authority to be eligible for the 75% reimbursement program a reimbursement agreement and a cost share request have to be executed. If the documents were not executed, the Authority would be responsible for the full cost. Executive Director Heiser reported that the 75% pilot program has been adopted by PennDOT as a full program.

03/21/2019

Ms. Karen Michael, District Executive
PA Department of Transportation
Engineering District 2-0
Clearfield, PA

Centre County
RE: S.R. 3014
Section 153
Cost Sharing Request Letter
for Incorporation of Design &
Construction (Pilot 3)

ATTN: Utility Relocation

Dear Sir or Madam:

This correspondence is submitted in accordance with Chapter 8.1.C of Design Manual Part 5, Utility Relocation, for referral to the Secretary of Transportation.

The proposed Highway Improvement Project of State Route 3014, Section 153, between Station 452+50.00 and Station 525+00.00, located in State College Borough in Centre County requires the relocation and/or adjustment of certain Public Water facilities owned by State College Borough Water Authority.

It is understood that the cost of relocating and/or adjusting our facilities are normally at our cost and expense, but that under the provisions of Section 412.1 of the Act of June 1, 1945, P.L. 1242, as amended, 36 P.S. §670-412.1, the Secretary of Transportation may determine that the Department will share in such cost.

Accordingly, it is hereby requested that the Department of Transportation share in the costs of the relocation and/or adjustment of our Public Water facilities.

The State College Borough Water Authority hereby offers to pay 25.00 per centum of the actual cost to relocate and/or adjust our Public water facilities, provided the Department of Transportation will share in the balance of the actual cost thereof, less any betterments.

Furthermore, State College Borough Water Authority hereby agrees to execute an Agreement prepared by the Department of Transportation with such terms and conditions as the Secretary may deem necessary and advisable.

If the Secretary of Transportation accepts our offer and determines that the Department will share in 75.00 per centum, the State College Borough Water Authority hereby agrees to provide the information by the accelerated dates listed below:

- The justification for utility impacts no later than the agreed upon date of July 26, 2019.
- The specifications, and estimate/agreement package no later than the agreed upon date of October 1, 2019.
- The signed agreement to the Department no later than the agreed upon date of November 1, 2019.

State College Borough Water Authority recognizes and accepts that failure to meet the above stated milestones may result in the Department reducing its share to 0.00 per centum or 0% of the actual cost to relocate and/or adjust our (type) facilities. However, if State College Borough Water Authority can recover from a missed milestone date without delaying the project letting, the Department will still cost share for 25%.

Attached hereto and made a part hereof is an executed resolution authorizing Executive Director to make the within offer.

RESOLUTION

In accordance with the requirements of the Pennsylvania Department of Transportation Design Manual - Part 5, Chapter 8.1C, the STATE COLLEGE BOROUGH WATER AUTHORITY does hereby authorize the submission of the attached request for the Pennsylvania Department of Transportation to provide a 75.00 per centum reimbursement to STATE COLLEGE BOROUGH WATER AUTHORITY for all costs, less betterments, incurred in relocating our public water facilities affected by resurfacing and storm drainage upgrades on SR 3014, Section 153 necessitated by the Pennsylvania Department of Transportation Highway Improvement in Centre County.

Also the EXECUTIVE DIRECTOR of said Municipality be authorized and directed to sign a Utility Reimbursement Agreement on its behalf and that the SECRETARY be authorized and directed to attest the EXECUTIVE DIRECTOR signature on the Utility Reimbursement Agreement for this highway project.

Adopted as a Resolution this 21st day of MARCH, 2019.

Upon recommendation by staff, it was moved by Hoffnar, seconded by Brennan that The Atherton Street Reconstruction Reimbursement Agreement and Cost Share Request be approved. Motion carried unanimously.

AWARD CONTRACT NO. 05-2019

BID TABULATION

**STATE COLLEGE BOROUGH WATER AUTHORITY
SHINGLETOWN RESERVOIR IMPROVEMENTS-GENERAL WORK- RE-BID
CONTRACT NO. 05-2019
BID OPENING March 5, 2019 @ 2:00PM**

| BIDDER | BID PRICE | |
|--|---------------------|-------------------------|
| ARM Group State College, PA | -NO BID- | |
| Antares Site Work, LLC Alexandria, PA | -NO BID- | |
| Landserv, Inc. Boalsburg, PA | -NO BID- | |
| M2 Construction LLC Landisville, PA | -NO BID- | |
| Mar-Allen Concrete Products, Inc. Ephrata, PA | \$303,134.75 | 10% Bid Security |

2019 Budget Amount \$360,000

Upon recommendation by staff, it was moved by Grottini, seconded by Enscore that Contract No. 05-2019 in the amount of \$303,134.75 be awarded to the apparent low bidder, Mar-Allen Concrete Products, Inc. of Ephrata, PA for the Shingletown Reservoir Improvements-General Work. Motion carried unanimously.

APPROVAL OF RULES AND REGULATION CHANGES

Executive Director Heiser requested that the Authority update the Rules and Regulations for governing water service. The first recommended change is to specify the location of a service line entering a facility. This will cut down on the length of the service line with the contractors that run the line around and into the back of the house. It will also reduce expenses for the homeowner. If the regulations with PUC or PA One Call change and we would have to locate private lines, we would not want them any longer than they have to be. The second update is to discontinue the practice of temporary water service at a flat rate. Construction companies will no longer get temporary water until they have a way to meter it as well as provide backflow prevention for the temporary services. An additional section is also being recommended in which the meters are to be located in an area where our employees are not exposed to any health risks. Mr. Hoffnar expressed his concerns in regards to the water service line location.

Section 4.3 Service Lines

(b) Owner's Responsibility - The owner is responsible for all water lines, valves and appurtenances beyond the Authority Curb Stop/Valve. The customer further understands and accepts financial responsibility for any water registered by the meter due to a leak. At the Authority's discretion, payment arrangements may be established, not to exceed two (2) years from the date of the initial billing. Any applicable service fees to the payment arrangement will also be the responsibility of the customer.

- 1.) The service line is required to enter the building at the closest point to the curb/valve stop via the most direct route available to the building.

4.7 Temporary Water Service for Construction/Demolition

No unmetered temporary water service will be provided until a meter has been set at the service address. The meter may be set either inside the building in accordance with Authority regulations for service line length and material or in a meter pit/vault be it permanent or temporary. An approved backflow preventer must be installed on the service line and inspected by Authority personnel.

6.3 Location of Meter

(d) Meters must be located in an area which does not expose Authority employees to any health risk(s).

Upon recommendation by staff, it was moved by Ensore, seconded by Brennan that the Authority approves the changes to the Rules and Regulations Governing Water Service. Motion carried with 4 yes votes, 1 no vote cast by Mr. Hoffnar.

APPROVAL OF DQE COMMUNICATIONS LEASE AGREEMENT

Executive Director Heiser explained DQE Communications is a fiber optic operator and is looking to install a booster hub maintenance facility on the Authority's Old Gatesburg Road tank site. They would place a prefab masonry building with no physical connection to any of our facilities. It would be located on our property inside the chain link fence. The initial lease is 10 years with the option to renew for another ten years making the total lease 20 years. DQE will be responsible for their own electricity and getting it to the site, as well as be responsible for getting all necessary permits. Their employees that will have access inside the fence will have had background checks through DQE. Through their emergency backup generator, they will provide us a single phase 120 volt line to our telemetry shed that will provide us emergency power. Mr. Mix and the Facilities committee also reviewed the lease and addressed any concerns and questions.

Upon recommendation by staff, it was moved by Brennan, seconded by Grottini that the Authority approves the DQE Communications Lease Agreement.

COMMITTEE REPORTS

Finance Committee – No report.

Facilities, Operations and Planning Committee – No report.

Appeals – No report.

Public Relations – No report.

Source Water Protection – Ms. Brennan reported the committee met to discuss the Spring Creek phase II water report and made a few recommendations to have there working groups continue to monitor the technical and financial planning before entering phase III.

HR Evaluation – No report.

EXECUTIVE DIRECTOR'S REPORT

DISTRIBUTION – Weather permitting, annual flushing is going to commence as early as next week and will continue through October. Fire hydrant maintenance will also be done based on what is found while flushing. Public service announcements have been sent out and are posted on the website. Atherton Street Phase II water line work is completed. Atherton Street Phase III is currently set to be bid by end of January 2020 with a spring start date. The Standard high rise at the corner of Atherton and College will need to replace/relocate the water main in Calder Alley as a result of some of the work that took place for other utilities. The waterline will be replaced from Atherton Street to half way to Burrowes Street sometime this year. Cricklewood Drive and Pugh Street material bids were advertised and no bids were received. Cricklewood Drive will be rebid and hope to award next month. Pugh Street will be purchased through state contract.

WATER PRODUCTION – The permit for Well 57 was approved at SRBC's meeting March 15th. Verbal confirmation of the approval has been received. The permit is valid for 15 years. We are looking into installing emergency interconnects at two pump stations which will enable water to be supplied in the event these pump stations become inoperable. Two filter evaluations have been completed and two more will be conducted this year.

METER SHOP/BILLING/ ADMINISTRATION – Gas line training was conducted yesterday by Columbia Gas. The training given will help employees learn to work safely around gas lines and what to do in the event of a gas leak. Since January Meter Shop has installed 530 meter upgrades. Annual audit work continues. April 25th is *Take Your Sons/Daughters to Work Day*, which is the national day that we participate in with activities for our employees' children.

MAJOR PROJECTS – Toftrees Ave has been started and progressing quickly. Boalsburg Pike bid documents are being prepared and waiting for permits to come in to put out to bid. The reservoir project will begin when the flow of water slows down.

OTHER- Executive Director Heiser will be meeting with the DEP Secretary early April. The primary focus is usually source water protection and concerns with SRBC but the agenda is open this time. April is Safe Dig month; Executive Director Heiser has signed a proclamation to promote safe digging. The Cottages work continues with blasting occurring off and on for 2 more weeks. Blasting will resume later this summer. There have been four blasts in the last month with no detections on the monitor at the Thomas Well Field.

LIASON'S REPORT

State College Borough Staff Liaison – Ms. Hoag reported the Borough has an aggressive resurfacing schedule for the year. They will be doing two separate contracts for curb work and resurfacing. The Borough is looking at Waupelani Drive, Blue Course Drive and Westerly Parkway from Atherton St, to Sparks St. as the alternate routes for Atherton Street project. East and West College Heights will have traffic counters installed.

Benner Township Water Authority Liaison– No report.

Centre Regional Planning Commission- Not present

College Township Water Authority Liaison – No report.

Ferguson Township Liaison – No report

Halfmoon Township – Not present.

Harris Township Liaison – Not present.

Patton Township Water Authority Liaison – Ms. Monteith requested information on the main break that caused the Toftrees Resort to be evacuated. Executive Director Heiser stated that the Authority was called in on Sunday, but that the leak occurred on their private service line.

University Area Joint Authority Liaison – Mr. Dempsey reported UAJA has their discharge permit for Slab Cabin Run at Kissinger Meadows and the public comment is open until April 15th. For more information on the draft permit contact UAJA Executive Director Cory Miller. UAJA has major projects currently in play. One is dealing with odor control and the other with advance waste treatment and enhanced nutrient removal. Substantial completion date for the second AWT project is in May. Mr. Dempsey clarified the advantages and best management practices for the new waste treatment facility.

CONSULTANTS REPORT

Solicitor – No report.

Engineer – Mr. Glenn reported the PennVest application will not be considered during the current funding round due to a pending DEP permit. The next funding round will be in July, we hope to have approval at that time. The Ferguson Township zoning hearing Board approved all Authority variances at the meeting on February 26th. The next step will be the land development planning approval process and the plan submission is contingent on the execution of a sales agreement with the adjacent property owner.

Treasurer – No report.

ADJOURNMENT

At 5:05 P.M., it was moved by Brennan, seconded by Enscoe that the meeting be adjourned. Motion carried.

Secretary