

**COLLEGE TOWNSHIP WATER AUTHORITY
1481 East College Avenue
State College, PA 16801**

Hybrid Meeting (In-person, Virtual and by Phone)

REGULAR MEETING MINUTES

Wednesday, May 4, 2022

7:00 pm

In Attendance (as listed below):

Members:

Martin McGann - Chair
Donald Hartzell – Vice-Chair
Michael Grutzeck, Secretary
Richard Harris - Treasurer
Raymond Liddick, Jr. – Assistant Treasurer
Doug Baxter - Alternate

Staff:

Adam Brumbaugh, Recording Secretary
Kim Patishnock, Assistant Secretary
Robert Long, Finance Director
Michael Daschbach, Entech Engineering
Joseph Fedeli, CPA Firm
Cristin Long, McQuaid Blasko

Centre Regional Planning Agency:
Pamela Adams, Sustainability Planner

Call to Order:

Vice-Chair Hartzell called the meeting to order at 7:00 pm.

Public Comment:

No comments were presented.

Approval of Minutes:

Treasurer Harris made a motion to approve the regular meeting minutes from April 6, 2022. The motion was seconded by Secretary Grutzeck. The motion passed.

Operations Update – Staff:

Mr. Brumbaugh noted; 1) the inventory report showed leaks that were repaired at Randy Lane and Hillview Drive; 2) the annual Consumer Confidence Report will be compiled, distributed and available online to residence and customers.

Finance Report – Staff:

FR-1. Financial Report March 2022

Mr. Long highlighted; 1) cash and investments total \$1,042,000; 2) revenues are at 23% of budget rather than 25% as projected for the first quarter of 2022; 3) expenses are at 25% of the 2022 budget projections; 4) a project reimbursement requisition was compiled CF-09 and will require review and approval by the Authority Board members tonight; 5) the loan with CNB Bank requires the Authority Board members to review and approve the final draw on the loan by June 8, 2022.

Treasurer Harris made a motion to approve; 1) the Project Cost Reimbursement requisition CF-09 for \$127,192.00; and the Final Loan Disbursement CF-10 from CNB Bank for \$138,701.96 for deposit into the Pennsylvania Local Government Investment Trust. Seconded by Secretary Grutzeck. The motion passed.

FR-2. Ratification of Disbursements April 2022

Treasurer Harris made a motion to ratify the April 2022 Disbursements. Seconded by Secretary Grutzeck. The motion passed.

Old Business:

1. Solar Power Purchase Agreement

Mr. Brumbaugh; 1) introduced Pamela Adams, Sustainability Planner for the Centre Regional Planning Agency; 2) noted that Ms. Adams was in attendance to answer questions the Authority Board members have regarding the Solar Power Purchase Agreement (SPPA); 3) reviewed the memorandums dated August 26, 2021, August 11, 2021 and May 2, 2022; 4) noted that the Authority Board members agreed to participate in the SPPA on the September 1, 2021 College Township Water Authority (CTWA) meeting at a cost of \$1,643.00.

Ms. Adams noted; 1) the purpose of the SPPA discussion is to arrive at a committed percentage, specific or range, of electrical use to provide the consultant to evaluate and lock in pricing for a specified time period; 2) the benefits to each participating entity would be reliable costing, stable electrical expenses, stream-lined budgeting

After the discussion was exhausted, the Authority Board members were unable to agree on a percentage range of electrical use for the evaluation by the consultant for the Solar Power Purchase Agreement Request for Proposal (RFP) Development as noted in the memorandum dated May 2, 2022.

New Business:

No new business was presented.

Project Management Team (PMT):

Chair McGann; 1) reported that the PMT met on April 19, 2022; 2) provided the new consultant, JHA Companies, presentation information to the Authority members for review and discussion;

3) requested a sub-committee be comprised to discuss the concerns and the establishment of the information required for a baseline of the watershed area; 4) volunteered as a participant for the sub-committee; 5) requested Assistant Engineer Northridge and Entech Consulting Engineer Daschbach participate in the sub-committee.

Assistant Treasurer Liddick volunteered to participate. Entech Consulting Engineer Daschbach agreed to participate.

The finalized list of participants for the Project Management Team Sub-Committee will be comprised of Chair McGann, Assistant Treasurer Liddick, Entech Consulting Engineer Daschbach and College Township Assistant Engineer Northridge.

Consulting Engineer Report:

Mr. Daschbach noted; 1) a zoom meeting was held with the Pennsylvania Department of Environmental Protection (DEP) to discuss the second comment letter received regarding the permit for the Oak Hall Well (OH-20); 2) not all participants in DEP second comment letter were available to discuss the comments posed to the Authority; 3) a second meeting is scheduled with DEP and all participants in the second comment letter; 4) the updates to the rules and regulations is underway.

Solicitor Report:

Solicitor Long highlighted; 1) the matter with the Nittany Mall master meter installation (one meter); 2) the Mall Management was concerned about the installation cost to them and the legality of the Authority to discontinue the meter by store space by installing one master meter; 3) the proposed course of action for the Authority is to provide two letters to the Nittany Mall Management, one to inform of the installation that will be at the Authorities cost and notification of the installation date; 4) the estimated installation date will be in the first quarter of 2023 due to supply shortages.

Sub-Committee Reports:

Engineering Committee:

Treasurer Harris/Vice-Chair Hartzell noted; 1) the Struble Tank inspection has been completed with a quote for the internal refurbishment at \$24,175.00 with options for further restoration of the tank; 2) the inventory report showed reduced water production for April 2022.

Other Matters:

No other matters were presented.

Informative:

No information was presented.

Adjournment:

Hearing no more business, Vice-Chair Hartzell moved to close the meeting. Seconded by Treasurer Harris. The meeting adjourned at 8:30 pm.

Respectfully Submitted,

Adam Brumbaugh

Adam Brumbaugh, Recording Secretary