

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

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

**REGULAR MEETING MINUTES**

**Wednesday, July 13, 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

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**Call to Order:**

Chair McGann called the meeting to order at 7:03 pm.

**Public Comment:**

No comments were presented.

**Approval of Minutes:**

**Vice-Chair Hartzell made a motion to approve the regular meeting minutes from June 1, 2022. The motion was seconded by Assistant Treasurer Liddick. The motion passed.**

**Operations Update – Staff:**

Mr. Brumbaugh noted; 1) all standard reports are presented; 2) new service connection for 2022 and accompanying fees are below budgeted projections; 3) the inventory report indicated leaks occurred and were repaired on Willow Avenue and 1<sup>st</sup> Avenue last month; 4) the Aspen Heights Memorandum of Agreement (Understanding) project listing is mostly complete with construction beginning on Mitchell Lane; 5) emergency water was provided to the University Area Joint Authority (UAJA) for approximately 48 hours due to a lightning strike to their system; 6) Chair McGann was contacted prior to approve/acknowledge the Authority's provision of water to UAJA.

**Finance Report – Staff:**

**FR-1. Financial Report May 2022**

Mr. Long highlighted; 1) the available funds for projects, outstanding debt and debt service payment due as 1.3 cash and Investment, 6.8 outstanding debt and the loan payment of \$563,507; 2) the water main connection fees are at 7% of budget; 3) budget overages of the maintenance and distribution expense costs; 4) the current report does not include the 2<sup>nd</sup> quarter billings revenue.

**FR-2. Ratification of Disbursements June 2022**

**Vice-Chair Hartzell made a motion to ratify the June 2022 Disbursements. Seconded by Assistant Treasurer Liddick. The motion passed.**

**Old Business:**

1. Meter Depreciation Charges – Discussion

Mr. Brumbaugh noted; 1) that the calculations to be presented were not currently available; 2) a request to defer the discussion until the August or September Authority meeting is requested.

The Authority members agreed to table the discussion until August or September 2022.

**New Business:**

No new business was presented.

**Project Management Team (PMT):**

Chair McGann stated; 1) the sub-committee meeting written concerns and comments were submitted to Centre Region Planning and the Project Management Team members; 2) no response or meeting has been set to discuss the submitted comments.

**Consulting Engineer Report:**

Mr. Daschbach highlighted; 1) the comment and response progress of the permit filings to Pennsylvania Department of Environmental Protection (PADEP) and the Susquehanna River Basin Commission (SRBC) regarding the construction of Oak Hall Well (OH-20) has garnered specific requests by the entities to allow the development of the well to advance; 2) the agreement made with PADEP was to complete well delineation adjacent to Oak Hall Park by planting one-hundred trees; 3) two additional operational documents have been developed in response to the comments from SRBC, a metering plan and a groundwater level monitoring plan; 4) the College Avenue Waterline Crossing preliminary work has been completed for Staff to review and comment; 5) the work order to complete the Matilda Avenue Waterline Extension as

part of the agreement with the Aspen Heights Developer follows for the Authority Board Approval.

2. Matilda Avenue Waterline Extension – Work Order

**Vice-Chair Hartzell made a motion to approve the work order 4139-EWO-12117 from Entech Engineering for the Matilda Avenue Waterline Extension Project for \$18,200.00. The motion was seconded by Treasurer Harris. The motion passed.**

**Solicitor Report:**

Solicitor Long highlighted; 1) that the Management at the Nittany Mall has continued to disagree with the installation of a single master meter for water use billings; 2) no legal action has been received from the Mall Management at this time.

**Sub-Committee Reports:**

**Engineering Committee:**

Vice-Chair Hartzell stated that all items from today's meeting agenda have been discussed with the exception of the informative item number two the statement of qualifications from AquaLith Technologies for completion of the Environmental Protection Agency required 25 year permit/docket filing for the Spring Creek Park Well.

**Other Matters:**

No other matters were presented.

**Informative:**

1. CTWA 2021 Audit – Final

Mr. Fedeli stated that the copy provided is the final signed copy for the Authorities information and records.

2. CTWA Hydrogeologist – Statement of Qualifications – AquaLith Technologies

Mr. Brumbaugh noted; 1) that the information provided is a local hydrogeologist company that can provide the expertise for completion of the 25 year Environmental Protection Agency permit/docket filing required for Spring Creek Park Well; 2) the predominately electronic process has been completed by the company for other local entities; 3) a contract with AquaLith Technologies for this filing will have no effect on the currently contracted hydrogeologist, Dr. Parizek & Associates; 4) a motion would be required by the Authority members to contract AquaLith to complete the required docket renewal filing.

**Vice-Chair Hartzell made a motion to approve the engagement of AquaLith Technologies to complete the required docket renewal filing. Treasurer Harris seconded the motion. The motion passed.**

**Adjournment:**

**Hearing no more business, Chair McGann moved to close the meeting. Seconded by Vice-Chair Hartzell. The meeting adjourned at 7:53 pm.**

Respectfully Submitted,

*Adam Brumbaugh*

Adam Brumbaugh, Recording Secretary