

**BELLEFONTE BOROUGH  
AUTHORITY  
MEETING MINUTES  
May 1, 2018, 2018 - 6:00 p. m.  
236 West Lamb Street, Bellefonte, PA 16823  
[www.bellefonte.net](http://www.bellefonte.net)**

**CALL TO ORDER:**

The meeting of the May 1, 2018, Bellefonte Borough Authority was called to order in the Bellefonte Borough Municipal Building at 6:00 p. m.

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:**

**AUTHORITY MEMBERS PRESENT:**

**PRESENT:** Mr. Frank (Buddy) Halderman  
Mr. Joe Falcone  
Mr. Mike Schmidt  
Mr. Doug Johnson  
Mr. Greg Brown

**EXCUSED:** Mr. Brian Walker  
Mr. Joe Beigle

**STAFF:** Mr. Ralph Stewart  
Mr. Matt Auman  
Mr. Dave Klinefelter

**ENGINEERS:** Mr. Eric Lundy  
Mr. Bob Decker

**AUDIENCE:** Robert Port

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**MINUTES:**

**Mr. Johnson moved to approve the April 3, 2018 meeting minutes;  
Mr. Brown seconded the motion;  
Motion carried.**

**ORAL:**

Mr. Robert Port, 630 Lawnchelten Avenue, Harrisburg, Pennsylvania spoke regarding a farm across from Nittany Terrace. It is on the east end of the Borough water system. Mr. Port inquired about supplying water to the development. Mr. Stewart confirmed that water can be supplied there. There is capacity. If the extension meets the Borough's specifications, it should not be a problem.

Mr. Stewart recapped the history of this project. He stated that about 20 years ago Mr. Port approached the Authority with a request for water service. There were several years where mains were not allowed to be extended or added, per the DEP. Earlier on, after the issue was remedied, the earlier Authority declined the request for water service. Now, the Borough is willing to provide water. Some of the proposals in the background included the Borough Authority paying for a portion of the infrastructure. The Authority denied this request. The Authority has never done that for new developments.

The farm parcel can handle about 180 lots and there is a new proposal for the Authority to consider.

Mr. Port offered that he was trying to get an approval on the water for "forever." He is thinking about retiring now and he expects to sell the development with water and sewer already resolved. The new owner may opt to use the well, or use partial Borough Water, or all public water. The line running which stops about 400 feet from where the storage tank will be is an unknown width. He did not know if it was 6 or 8 inches. He inquired about replacing the 6-inch line. The more he must run, the more it will cost. The max use per lot should be about 30,000 gallons per day.

The water line was confirmed to be 6 inches. At the end of Hastings Road, it is 6-inch plastic C900. From Centre Street to the Nastase Beer is 10-inch duck till. It then goes back to 6 inch plastic line to just before the Weis store access and then goes back to 10 inch duck till up past the RV place and then goes back to 6 inch plastic from there up to Lyons Kennels and from Lyons to just above Musser Lane it is back to 10 inch plastic and then from there up to Hastings it is 6 inch plastic again.

Mr. Port is working with Penn Terra. Mr. Stewart offered to set up a meeting with Penn Terra to get things started and determine specifics. He explained that pumping the water all the up to that point will have to be researched relative to pressure, capacity, pumping in the evening, etc. These things an engineer can assist in determining. Fire protection, if required, will need to be considered as well.

Bulk water was discussed. Mr. Stewart stated that anyone can buy that by the tanker load. Mr. Stewart stated that if there is already a well on the site, most likely the development

would be phased, and the developer has some time to think about the water situation. The property is in Spring Township.

Mr. Port will get Penn Terra in touch with Mr. Stewart for a meeting.

### **COMMUNICATIONS - WRITTEN:**

Mr. Stewart stated that Mr. Cook received correspondence from the DEP. The Chapter 94 reports are completed and accurate. He pointed out that last year I & I was worked on and it will continue this year.

### **FINANCE COMMITTEE REPORT:**

#### **Water and Sewer Funds**

Mr. Falcone reported on the funds and most numbers seem to be online. Revenues are a little short of budget, but he expects that to pick up over the summer and come in even. Expenses for the most part are online. Expenses and revenue are shadowing the budget accordingly. There is a net loss coming through the 1<sup>st</sup> of about \$23,000. Cash balances in the water fund are \$438,000. The sewer fund is being watched due to the capital expenditures upcoming - \$1.3 in the money market and some finances in the other accounts as well. The capital improvement throws the revenue numbers off.

### **ENGINEER'S REPORT – WATER:**

Mr. Lundy reported the following:

He revised the plans for Kenley Drive Apartments for the metering they were proposing. They addressed all comments. He reviewed it with Mr. Auman via email and everything is good. He recommended that the water service be approved as shown on the plans.

He worked with John Sepp, P.E., Penn Terra on the lot next to Kenley, on a development they are proposing there on extending the water to that parcel. He is waiting on final plans for review.

On the Dale Summit back flow prevention and metering project. Lundy prepared simple details and provided them to Mr. Auman. He is assuming they were forwarded along. Mr. Stewart confirmed that the Summit Park owners were provided with them. They are proposing an alternative proposal. There is a 60-day timeline.

### **ENGINEER'S REPORT – SEWER:**

Mr. Decker provided a report as follows:

The waste water project kicked off. Two of the three RBC trains are offline. The biggest thing contractually with the contractors is the schedule. They sent a tentative schedule and does not meet the contract period. They are still working on getting the project brought within the timeline. Mr. Decker does not anticipate issues. Pay application was submitted but there was an issue on what they wanted for mobilization.

A letter was sent to Spring Benner Walker updating them with the schedule.

### **Bulk Water – Bob Cook**

April – 226,000 gallons. April 5 the contractor began demo work at the treatment plant. April 25 cleaning had begun on RBC tank/tray No. 2. And turned it over to the contractor. April 30, RBC Tray No. 1 was drained. An FYI, the Spring Benner Walker meeting minutes from April 9 noted that Bellefonte Borough agreed to set a pH range from 4 to 11. This is not true. He wanted to clarify this. Mr. Stewart will clarify this with the Spring Benner Walker Authority.

### **Water – Dave Klinefelter**

Completed service lines and mains on Benner Avenue; looped a six-inch main to a four inch on E. Beaver; installed new water tap at 469 E. Valentine Hill Rd; doing leak detection on the Corning side and down Fishburn Hill, two six-inch mains were snapped – 600,000 gallons of water in a 24-hour period. There was a hydrant on Fishburn Hill Road close to the second leak which was removed as it did not work anyway. Restrooms at Governor's Park were opened. Main was shut down due to a leak at the park. Traveled Pittsburgh to look at a used sewer back truck; he is hopeful that they will get it. It needs to be bid out. Leak detention continues into downtown. On Burrow Street off Spring Street a new 2-inch tap was done, and new water line was run. There was a leak at that location. There was also a leak at Upper Coleville Road. There was also a leak in front of the Omar Bar. This consisted of a lead tap and pipe but was not in service. Someone just cut it off. It needed to be cut apart and clamped.

There was a question raised regarding borrowing the sewer vacuum truck with other municipalities instead of purchasing one for the Borough. Mr. Stewart stated that the Borough has an older tow behind jetter that is about 20 years old. It does not own a vacuum truck. If there is need, one is rented. These are used when there is a sewer line break, and it is imperative to work quickly to prevent pollution. Owning the equipment in critical times is needed. There is money budgeted for this purchase. Once purchased, it should last about 15 years or so. Discussion was also held on lending the truck out to other municipalities once purchased.

## **OLD BUSINESS:**

### **WWTP Greg Wendt Notes**

Mr. Stewart discussed the line of credit issue from the last meeting. Discussion was held on getting in touch with bond council as there is existing debt and they wanted to look at any impact on indenture agreements that are already in place for that debt. Jens Damgaard and Ben Reed has assisted with financing in the past. The discussions included Northwest asking the Borough to apply for a line of credit which is what Mr. Halderman signed the other day. Typically for tax exempt financing, there must be an identifiable project. In a line of credit there is none. The conclusion was recommendation not to do a line of credit, because with \$700,000 is left to work with in case something comes up. If something big does happen, the Borough will need to borrow the money and he said within 60 days it would get what it would need. He also recommended passing a resolution about using the \$700,000 and paying ourselves back.

Mr. Halderman asked the Authority members for input. Mr. Falcone stated that the bond council does not recommend doing the line of credit on a tax-exempt basis. He said it would not be eligible. It can be done on a taxable rate. Mr. Halderman stated that it is easy to do on a taxable basis, then to do it. Interest would not be paid on it anyway, if nothing happened. The line of credit would only be \$250,000. It was suggested to use the savings and then come in to speak with them relative to a need for more money. Mr. Johnson was not in favor of the line of credit. He liked keeping the savings in reserve in the event of need.

Mr. Johnson would like to see a line item in the budget showing the Authority being paid back. The Resolution will affect that. The pay back funds would need to be budgeted for. Mr. Stewart does not see a problem with paying it back. Mr. Falcone stressed the importance of paying the money back to the savings account. The Resolution will keep the payments on track.

Mr. Stewart will bring the Resolution to the next meeting.

### **Backflow Prevention Program – Initial Letters**

Mr. Stewart stated that on Friday about 70 letters went out without approval of the draft that was to be approved. This has caused angst among commercial customers. They are calling in the office to see if it is a scam or something. The first wave did not go smoothly. The contractor called and apologized for the oversight that came out of their home office. Staff is trying to get this back on track and answer questions as they come in.

He stated that if anyone gets any calls to explain that this is a legitimate program and the backflow prevention is a DEP requirement. The Borough is contracting the work out.

Mr. Halderman suggested the Authority craft a letter reprimanding the company for not following proper procedure so that it is on record. The draft letter was to be worded the way the Borough wanted and at the Authority meeting it would be announced that letters would be sent out. Word would get out that way. But it did not happen that way.

## **NEW BUSINESS:**

### **Sample Contractor Pipe Installation Regulations**

This is an updated version of some regulations for extending mains as discussed earlier. The idea is to update the language so that everything is a little clearer cut to developers. What the Borough has run into, is the inspection part is simple, but the developer finishing out the punch line and having a system dedicated over to the Authority once complete. The process needs to be cleaned up. Mr. Stewart wanted to run this by members and he will come back with a proposed amendment.

### **Rules and Regulations – Review**

The Rules and Regulations need to be reviewed from beginning to end. These were “borrowed” from another Authority and it has been about 20 years or so. Perhaps in end of summer, beginning of fall, recommendations can be discussed on this.

## **ADJOURNMENT:**

**Mr. Falcone moved to adjourn;**  
**Mr. Brown seconded;**  
**Motion carried.**

**Meeting adjourned at 7:04 p.m.**

**Executive Session**