

**College Township Water Authority**  
**REGULAR MEETING**  
**March 6, 2013**

**Members**

**Present:** Joe Fao, Vice Chairman  
Richard Harris, Treasurer  
Gregg Saunders, Member

**Absent:** Martin McGann, Chairman  
Michael Grutzeck, Secretary

**Staff**

**Present:** Adam Brumbaugh, Manager  
Robert Long, Finance Director  
Lucy Beman, Asst. Secretary  
Kim Mazur, Entech Engineering  
Cristin Long, Solicitor, McQuaide,  
Blasko Attorneys-at-Law  
Joseph Fedeli, Auditor, Fedeli, Snyder  
Caruthers Firm LLC

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**CALL TO ORDER:** At 7:05 p.m., Mr. Fao called to order the Wednesday, March 6, 2013 regular meeting of the College Township Water Authority.

**PUBLIC COMMENT:** None.

**APPROVAL OF MINUTES:** Mr. Harris moved to approve the Wednesday, February 6, 2013 regular meeting minutes of the College Township Water Authority. Mr. Saunders seconded. Motion carried unanimously.

**OPERATIONS UPDATE-STAFF:** (1) Mr. Brumbaugh presented Dr. Parizek's update on Oak Hall Well OH-19, (2) Memo informing the Water Authority members of the testing and permitting process needing to be completed, (3) Dr. Clair's sinkhole that has been repaired, and Rockview drawing water for 3 days. Question to consider, how much water can we (the Authority) provide to Rockview without it affecting the remaining customers?

**FINANCE REPORT-STAFF:** Mr. Long presented the unaudited Finance Report Year-To-Date January 31, 2013, to the authority members.

**OLD BUSINESS:**

A. **CTWA/CRRA DRAFT AGREEMENT** - The Township Manager and Water Authority Solicitor Cristin Long discussed with the Authority members comments received on the draft agreement. Comments discussed were:

1. Page 3, paragraph (ii) – “The document states that CTWA will not bear the cost of any service line installation (blue) to structure and fields.” CTWA should not own those lines or be responsible for the maintenance of the lines.
2. Page 3, paragraph (iii) – Paragraph is too general. Needs to be more specific.
3. Page 4, paragraph 4.a. – Installation of a fire water storage tank should be borne by the Lessor (CRRA). CTWA will derive no benefit from the water storage tank

4. Page 4, paragraph 4.c. – If CTWA determines they no longer need OH-20 as a well, the CTWA will be responsible for water service, maintenance and related costs for 99 years. Paragraph needs to state “CTWA shall have the option to terminate the lease upon ninety (90) days written notice to the Lessor.”
5. Page 4, paragraph 5. – Delete the following: “Provided, however, if during the Term on this Lease, neither the Township or CTWA is able to obtain or maintain any permit necessary to install or operate OH-20 through no fault or unreasonable delay of either party.”
6. Page 5, paragraph 7.a. – The blue service lines should be the domain of the Lessor and not the responsibility of the CTWA. The Lessor should keep them in good repair and condition. Delete the following: “including the draining and mothballing of such portions of the Water System during the Park’s off season, being the months of December, January, February and March, and shall keep the same in good repair and condition during the terms of the Lease.” In addition, the lines should be drained in late October.
7. Page 7, paragraph 10. – Missing a word in the third line – “sold to the condemning under threat.....” Does *agency/authority* need place in that sentence?

Mr. Brumbaugh informed the Water Authority members that SRBC regulations governing well and well fields for “Community Public Water Systems” were revised in the summer of 2012. Since CTWA owns and operates a Community Public Water System, the addition of OH-19 would be considered an “additional withdrawal source to an existing well field, and will require permit submissions to SRBC for approval.

Discussions with DEP, OH-19 should be permitted as a Transient/Non-Community Water System with the permit holder being College Township. This process does not require a permit submission to SRBC. A simple permitting process called a Brief Description Form (BDF) requires a narrative of the project along with material/equipment. Turn around time is approximately 2 weeks for DEP to review this process.

Mr. Harris moved to authorize Solicitor Long and Mr. Brumbaugh to forward the revised draft agreement to CRRA for their review and comments. Mr. Saunders seconded. Motion carried unanimously.

**B. ELECTRONIC PAYMENT** – Mr. Long was directed at last month’s water authority meeting to contact State College Borough Water Authority to see what payment options they accept for payment of water bills. The State College Borough Water Authority accepts use of a credit/debit card by web, credit/debit card by counter and automatic withdrawal from bank accounts. The College Township Water Authority is proposing to accept E Check, credit/debit card by web, credit/debit card by counter for payment of water bills.

Mr. Saunders moved to authorize officer and staff to complete documents required to contract with Municipipay after review by Solicitor Long. Mr. Harris seconded. Motion carried unanimously.

**NEW BUSINESS:** NONE

**SOLICITOR REPORT:** NO REPORT.

**ENGINEER'S REPORT:**

(1) Oak Hall Wells - Mr. Mazur informed the Authority members that the pump test for OH-19 was conducted on 2/11/13 thru 2/13/13. Pump test went very well in both water quality and quantity. Water samples were taken by both CTWA and DEP. DEP also conducted a MPA. (2) Eichelberger's Drilling Contractor – review Final Payment Application. (3) Park Lease Agreement – Provided assistance in preparing the Lease Agreement. Prepared a map (Exhibit B) for the Lease Agreement.

**SUB-COMMITTEE REPORT:** Mr. Harris informed the Authority members that the Engineer Committee discussed the following:

1. Cross Connection/Backflow Prevention – Edwards Street, Goldfinch Drive and Mayberry Lane are complete. 2<sup>nd</sup> letters being sent to residents of Hunter Avenue, Haymaker Road
2. Dr. Clair – Another sinkhole developed next to the last one that was repaired last fall.
3. Rockview – Drew water for 3 days
4. Discussion of capital projects.

**REIMBURSEMENT of OPERATING EXPENSES BY THE REVENUE FUND:**

Mr. Harris moved to authorize payment of invoices in Revenue Fund Requisition #RF10-28 in the amount of \$83,421.52. Mr. Saunders seconded. Motion carried unanimously.

**DISBURSEMENT FROM BOND REDEMPTION AND IMPORVEMENT FUND (BRIF):**

1. Mr. Harris moved to approve BRIF #27 in the amount of \$83,797.70 and adopt Resolution No. 13-02. Mr. Saunders seconded. Motion carried unanimously.

Mr. Saunders moved to approve BRIF #28 in the amount of \$1,087.20 and adopt Resolution #13-02. Mr. Harris seconded. Motion carried unanimously.

**OTHER MATTERS:** NONE.

**CORRESPONDENCE:** None.

**INFORMATIVES:** (1) College Township Water Authority Engineering Minutes – 2/6/13, and  
(2) CET Engineering Services Letter.

**ADJOURNMENT:**

Mr. Harris moved to adjourn the March 6, 2013 meeting of the College Township Water Authority at 8:55 p.m. Mr. Saunders seconded. Motion carried unanimously to adjourn.

Respectfully submitted,

Adam Brumbaugh, Recording Secretary