

The Regular Monthly Meeting of the Blair Township Water and Sewer Authority
377 Cedarcrest Drive
Duncansville, PA 16635
Wednesday, May 1, 2024

The Regular Monthly Meeting of the Blair Township Water and Sewer Authority, held on Wednesday, May 1, 2024, was called to order at 7:00 p.m. by Chairperson Robin Cadwallader.

In attendance were 4 Authority Members as follows: Robin Cadwallader, Edward Silvetti, Ted Ventre, and Brendan Peterson. (Rodney Patterson was absent.)

Also in attendance were Tim M^cGaw, Manager; Katie M^cGaw, Administrative Assistant; Pat Fanelli, Solicitor; Dave Cunningham, Engineer. .

Motion was made to approve the Minutes of the Regular Monthly Meeting of April 3, 2024. MOTION: Ventre SECOND: Silvetti VOTE: 4 Yes.

While the Board Members were looking over the Disbursement Report, Katie called their attention to a check for CASH in the amount of \$347.70 dollars. Whenever we take scrap metal to Krentzman, we use the proceeds for employee lunches, since we do not maintain a Petty Cash Fund. Brendan Petersen questioned the legality of this practice, and Solicitor Pat Fanelli stated there are no laws governing this and that it would fall under the policies of the BTWSA. After discussion, motion was made to establish a Petty Cash Fund and authorize staff to maintain a cash fund of up to \$500.00 dollars for employee-related miscellaneous expenses. Motion: Peterson SECOND: Silvetti Vote: 4 Yes. Motion was made to approve the Payroll & Bills for April 2024. MOTION: Silvetti SECOND: Ventre VOTE: 4 Yes.

Pat Fanelli, Solicitor, updated the Board on the condemnation of the Hickey property. This property is the future site of a Pump Station in the Reservoir Road Sewer Expansion Project Area. We now own this property in Fee Simple. The next step is the Compensation Phase. Pat offered \$1,000.00 dollars to Mr. Hickey's attorney, on behalf of the Authority. This amount was based upon the appraised value. Ted Ventre suggested that BTWSA have this property surveyed so we know exactly what we own. This could prevent future problems with the neighbors. Motion was made to authorize Keller Engineers to survey the Thomas Hickey property. Katie pointed out that as BTWSA acquires more properties, we should apply to the county for property tax exemption. Pat Fanelli agreed. MOTION: Peterson SECOND: Silvetti VOTE: 4 Yes.

Dave Cunningham asked the Board if they'd had a chance to review the Proposal of Service/Contract that he handed out at the March 6, 2024 Authority meeting. This Proposal of Service/Contract is for additional engineering services to be performed in the Reservoir Road Sewer Expansion Project Area that weren't included in the previously approved Proposal of Service Contract dated October 25, 2021. This Contract would include Easement Preparation, Additional System Design, Mapping, PennDOT Driveway Highway Occupancy Permits, and Bidding, to name a few. This Contract is for a Lump Sum Total of \$292,500.00 dollars. Brendan Peterson asked if there was a way to approve the contract on the condition that no work would be done on Phase III until we get a PennVEST offer and decide to proceed/not to proceed on Phase III? Pat Fanelli stated the Contract could be approved on this condition. Dave Cunningham suggested that

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Keller Engineers could work primarily on Phase I and II and would withhold charging \$100,000.00 dollars if not doing Phase III. The Board was satisfied with this compromise. Motion was made to approve the Reservoir Road Wastewater Extension Proposal of Service/Contract for Lump Sum Total of \$292,500.00 dollars on the condition that a minimum of \$100,000.00 dollars will not be authorized until we receive a PennVEST offer and decide to proceed with Phase III. MOTION: Ventre SECOND: Peterson VOTE: 4 Yes.

Dave reported that Keller Engineers is putting together Subdivision Plans for the Kern and Robertson Pump Station properties in the Reservoir Road Sewer Expansion Project Area. Pat Fanelli pointed out that he is the solicitor for both Blair Township and BTWSA, so if there would happen to be a conflict, we would both have to hire independent counsel because he would not choose one over the other.

Dave stated that Keller Engineers will be starting the Water Compliance Report in the next month. This report mainly addresses that BTWSA is not drawing too much water from Altoona Water Authority.

Tim McGaw, Manager stated that the 2024 Ford F-600 Dump Truck chassis has been built and has been sent to Keith's Truck Service for the box. Tim received a Trade In quote on the 1992 Peterbilt of \$4,100.00 dollars. After discussion, it was decided to advertise for sealed bids for the purchase of the 1992 Peterbilt, starting at \$4,500.00 dollars.

During his monthly update, Tim explained that Phil Weichel's last day was 4/12/2024. Tim hired a new Maintenance Technician named Adam Starr. Adam's first day was 4/22/2024.

Katie McGaw stated that BTWSA made an Interest Only payment to BNY Mellon on 4/11/2024 in the amount of \$27,782.51 dollars. The next payment is due in October and will be for Principal and Interest in the amount of \$107,782.51 dollars. Robin Cadwallader asked what the balance of this loan is, to which Dave answered that BTWSA has a balance owed of \$1.7 million dollars.

Katie gave the Board an update on the 90-Day Delinquent customers. There are three customers that haven't paid in over 90 days. The owner at 16553 Dunnings Highway is deceased. The owner of 170 River Road does not live there, and letters and phone calls are not returned. The owner of 212 Truman Street had their water shut off by Hollidaysburg and does not live there. Thus far, this is the only property that has been liened. It was decided to continue to monitor these accounts.

Robin announced the next BTWSA Meeting will be held on June 5, 2024, at 7 p.m.

Motion was made (at 8:01 p.m.) to adjourn the Meeting. MOTION: Ventre SECOND: Peterson VOTE: 4 Yes.

Signed as Secretary/Treasurer,

Rodney A. Patterson

