

COLLEGE TOWNSHIP WATER AUTHORITY REGULAR MEETING MINUTES

August 6, 2025

1481 E. College Avenue State College PA 16801

Hybrid Meeting (In-Person or via Zoom)

MEMBERS PRESENT: Donald Hartzell – Chair
Michael Grutzeck – Secretary
Richard Harris – Treasurer
Raymond Liddick, Jr. – Vice-Chair & Assistant Treasurer

STAFF PRESENT: Amy Kerner - Public Works Director
Tanya Shaffer – Assistant Recording Secretary
Kim Patishnock – Finance Director
Joseph Fedeli – CPA
Cristing Long – McQuaide Blasko
Jere Northridge – Assistant Engineer

ABSENT MEMBERS & STAFF: Adam Brumabugh – Open Records officer & Recording Secretary
Michael Daschbach – Entech Engineering

CALL TO ORDER: Chair Hartzell called the meeting to order at 7:00 p.m.

PUBLIC COMMENT:

APPROVAL OF MINUTES:

July 9, 2025, CTWA Regular Meeting Minutes

*Treasurer Harris moved to approve the July 9, 2025, regular meeting minutes as written
Secretary Grutzeck seconded.*

The motion carried unanimously

OPERATIONS UPDATE:

Ms. Kerner provided the following updates:

- **OU-1 – Monthly Route Billing Analysis:** Remains Consistent
- **OU-2 – Fire Route Monthly Reads:** Remains Consistent
- **OU-3 – Inventory Report** – Two small service leaks, otherwise remains consistent.
- **OU-4 – New Service Connections** – Four New Service connections have been processed to date.

FINANCE REPORT – STAFF

FR-1 - Ratification of Disbursements – June 2025

*Treasurer Harris moved to ratify the July 2025 disbursements as shown.
Vice-Chair & Assistant Treasurer Liddick seconded.
The Motion carried unanimously.*

FR-2 – Ms. Patishnock provided the following updates:

At the end of June, the combined checking account and investment balances stood at \$334,627.00. The organization continues to carry long-term debt obligations, including over \$4 million on the 2015 note and \$2.7 million on the 2022 notes; however, these are being managed according to the established repayment schedules. The mid-year financial report reflected a positive operating margin of \$263,233.00, consistent with and supportive of the year's approved budget goals. These results demonstrate solid financial management and the ability to meet operational needs while continuing to address debt service requirements. Cash and investment reserves remain stable, providing a strong foundation for meeting future obligations and supporting the organization's priorities.

OLD BUSINESS:

No items were introduced.

NEW BUSINESS:

NB-1. 2025 Centre County Hazard Mitigation Plan – Mr. Northridge noted the following:

The Centre County Hazard Mitigation Plan, a 527-page document, outlines community responses to various threats, including natural disasters and civil disturbances. Concerns were expressed regarding the vagueness of the report and the absence of specific emergency response plans tailored to the region. Despite its high-level presentation, the plan is required for FEMA compliance and to maintain eligibility for related grant funding. A resolution to adopt the plan was passed by College Township Council, and the Water Authority will also be required to adopt it.

NB-2. R-25-03 2025 Hazard Mitigation Plan Resolution

*Vice Chair & Assistant Treasurer Liddick moved to adopt Resolution R-25-03 for the 2025 Centre County Hazard Mitigation Plan.
Treasurer Harris seconded.
The motion carried unanimously.*

NB-3. CTWA 2024 Draft SAS 114 Letter – Joseph Fedeli noted the following:

The Statements on Auditing Standards (SAS) 114 letter summarizes the required communications from the audit of the financial statements for the year ending December 31, 2024. The letter noted that no significant difficulties were encountered during the audit process. Management confirmed the accuracy of the financial statements, and no uncorrected errors were reported. The financial statements received an unqualified opinion, indicating they are presented fairly in all material respects per applicable accounting standards.

NB-4. 2024 CTWA Audited Financials - Joseph Fedeli noted the following:

The Authority operates with perpetual life, allowing for ongoing refinancing and capital growth strategies. By paying down debt over five years, the Authority can borrow additional funds for capital projects without increasing principal and interest payments. Discussion emphasized the importance of maintaining a strong debt service coverage ratio to ensure long-term financial stability.

Treasurer Harris moved to accept the audit as amended.

Secretary Grutzeck seconded.

The motion carried unanimously.

REPORTS:

R-1 Consulting Engineer Report Chair Hartzell reported the following from Mr. Dachbach Engineers report:

The construction permit for the Oak Hall Well was issued by PADEP on June 12, 2025. Entech will complete the final design of the facility this fall, with the intent of bidding for the work at the end of the year. A meeting was held on July 9, 2025, to initiate the update of the 2020 Capital Improvement Plan. The Engineering Committee, staff, and TriStar met on July 15, 2025, to review the pending Oak Hall Well Project and other SCADA system needs.

The First Avenue Waterline Replacement Project is substantially complete, with a walk-through conducted on June 26, 2025. It was agreed to replace the Struble Road storm drain with an elliptical pipe to improve the cover over the new drain line.

R-2 Solicitor Report Ms. Long reported the following:

Jere, Michael, and I met to review the updated Walmart response that was sent earlier in the week, following a call Jere had with his contact on Monday. Walmart should now have the information needed to review and, hopefully, approve the proposal that has been under consideration for some time.

It was also noted that she will follow up with Terry Williams regarding the final, updated amendment to the Oak Hall lease and will then prepare a memorandum of the amendment.

R-3 Sub-Committee Report

Treasurer Harris reported that the Authority received approval for the Oak Hall Well construction permit, with conditions to be met. The Engineering Committee has reviewed the project and discussed necessary actions to ensure compliance with all construction requirements. The First Avenue Water Line Project is substantially complete, with additional improvements planned for the storm drain.

Mr. Northridge reported that a consensus was reached to permit blasting operations at the Rogers Well site, with a \$2 million bond posted to provide financial security. Monitoring will be conducted during blasting to assess any potential impacts, with a hydrogeologist present on-site. In addition, the turbidity meter will be replaced to ensure accurate water quality monitoring throughout the operation.

OTHER MATTERS:

No items were introduced.

INFORMATIVE:

No items were introduced.

ADJOURNMENT:

Chair Hartzell called for a motion to adjourn the meeting.

*Treasurer Harris moved to adjourn the August 6, 2025, CTWA Regular meeting.
The meeting was adjourned at 8:06 p.m.*

Respectfully submitted,

Adam Brumbaugh

Adam Brumbaugh, Open Records Officer & Recording Secretary