In Attendance (as listed below):

Members:
Martin McGann - Chair
Donald Hartzell – Vice-Chair
Richard Harris - Treasurer
Michael Grutzeck, Secretary
Douglas Baxter - Alternate

Staff:
Adam Brumbaugh, Recording Secretary
Robert Long, Finance Director
Kim Patishnock, Assistant Secretary
Joseph Fedeli, CPA Firm
Pamela Adams, CR COG
Sustainability Planner

Absent:
Raymond Liddick, Jr. – Assistant Treasurer
Cristin Long, McQuaid Blasko
Michael Daschbach, Entech Engineering

Call to Order:
Chair McGann called the meeting to order at 7:01 pm.

Public Comment:
No comments were presented.

Approval of Minutes:
1. Regular Meeting Minutes February 7, 2024 – Approval

Vice-Chair Hartzell made a motion to approve the Regular meeting minutes from the February 7, 2024 meeting. Treasurer Harris seconded the motion. The motion passed.

Operations Update – Staff:
Mr. Brumbaugh noted; 1) the inventory report noted a leak on Old Evergreen Road; 2) there are no new service connections for 2024; 3) a leak on a customer’s private service line was found by Authority Staff and the customer was notified; 4) the customer subsequently filed a civil complaint with the District Magistrate against the Authority claiming harassment and damages of $5,000.00.
Finance Report – Staff:

FR-1. Financial Report

Mr. Long noted; 1) the audit field work was completed last week for the Authority Financials; 2) it is anticipated that the completed audit report Financials will be presented at the June 2024 meeting; 3) a debt service payment was made of $52,533.00 in December 2023 for the due date of January 2024; 4) the available balance on the drawdown loan is $3,225,233.00 available until December 31, 2025; 5) there is a lag in revenue due to the timing of customer billings but will level out as the year progresses.

FR-2. Ratification of Disbursements

Vice-Chair Hartzell requested information regarding two payments that were made in February; 1) PADEP for $10,000.00; 2) Hach Company was paid $8,848.00 for annual maintenance/service.

Mr. Brumbaugh highlighted; 1) the $10,000.00 was paid to the Pennsylvania Department of Environmental Protection for our annual drinking water administration fee; 2) the $8,848.00 is maintenance for the water treatment and hardware at the wells.

Treasurer Harris made a motion to ratify the February 2024 disbursements. Vice-Chair Hartzell seconded the motion. The motion passed.

Old Business:

1. Power Purchase Agreement – Discussion

Presented – Pamela Adams (Centre Region Council of Governments, Sustainability Planner)

Mr. Brumbaugh noted; 1) the memo dated February 21, 2024 to the College Township Water Authority summarizes the steps already completed by the Authority’s to commit 50% of their electrical use to solar power energy; 2) the process began in 2018; 3) the final phase of the process comprises five (5) contracts for the Power Purchase Agreement; 4) the presentation is to answer any further questions posed the twelve (12) entities involved in the SPPA process; 5) the goal is to complete the final steps for the Solar Power Purchase Agreement by April 2024.

Ms. Adams highlighted; 1) introduced herself as the Sustainability Planner for Centre Region Council of Governments; 2) so far in the process for the 12 entities we have completed the first six steps; 3) the catalyst for the SPPA are that the project is doable as local state entities have already implemented solar panels for electricity, the public is in agreement, the climate is right for this action and the outcome is fiscally responsible for budgeting costs; 4) the group is at the final steps which first involves answering any further questions with regards to the agreement and terms of the presented five (5) contracts; 4) the electricity procurement contracts offer solar power electricity at fixed rates for a total of 15 years with two 5 year extension options in contrast to the current electricity procurement of 1 – 5 year increment contracts with fluctuating
rates with each renewal; 5) the structure for the SPPA will include a solar developer to provide the committed percentage of electricity, retailer to provide electricity when solar is unavailable and an energy services provider that monitors, reviews and advises by recommended changes; 6) the electrical supply rates for year one is .0459 which includes .069 for settlement, .0208 for fees, year five rate .0525 which includes .076 settlement and .0210 in fees and year fifteen rate .0565 which includes .081 for settlement and .075 for fees observing the 1.5% escalator and a +/- of 5% for the difference between energy production during the daylight and night hours of electricity production based on projections; 7) the graduated rate allows for budgeting stability for future market prices, the accumulated savings costs are fiscally responsible and meets environmental goals of being a renewable energy to reduce the carbon footprint.

Ms. Adams asked if the Authority members had any other questions regarding the Solar Power Purchase Agreement information presented.

Authority members requested more information regarding the manufacturer of the solar panels that will be used by the developer, Prospect 14.

Mr. Long requested information regarding the billing process for the monthly electric invoices of solar and standard electrical use as one bill or separate bills.

**New Business:**

No new business was presented.

**Consulting Engineer Report:**

1. Engineers Report – 230

Mr. Brumbaugh highlighted; 1) the College Avenue Crossing at Pike Street Waterline Replacement project (230.3) is out to bid now with the expected award date completion at the April 2024 meeting; 2) the Oak Hall and Booster Station (230.2) information has been completed and submitted to PADEP by Aqualith and Dr. Parizek; 3) staff will reach out to PADEP regarding the submittal to ascertain when a response may be received; 4) the Oak Hall Waterline Project (230.1) design package for permit has been submitted to PADEP.

**Solicitor Report:**

No Solicitor report was available.

**Sub-Committee Reports:**

**Engineering Committee:**

Treasurer Harris and Vice-Chair Hartzell noted; 1) a schedule of the work to be completed on the exterior of the Struble Tank has not been finalized; 2) there will be a water main extension for Phase two of the Winfield Height development.
Other Matters:
Chair McGann opened the floor for discussion of the 50% of power usage committed by the Authority for the Solar Power Purchase Agreement (SPPA).

Vice-Chair Hartzell proposed an increase to the committed power usage for discussion.

The Authority members came to the agreement that the 50% commitment for solar power electricity is sufficient for this endeavor as of now but would like to reserve the right to increase the amount by special meeting before the contracts are finalized.

Informative:
1. First Avenue & OH-20 Grants – Prevailing Wages Requirements (Pennsylvania Department of Labor & Industry)

Mr. Brumbaugh noted the information was included to confirm and remind the members of the grants for the two projects.

Adjournment:

Hearing no more business Chair McGann moved to close the meeting. Seconded by Vice-Chair Hartzell. The meeting adjourned at 8:38 pm.

Respectfully Submitted,

Adam Brumbaugh

Adam Brumbaugh, Recording Secretary