In Attendance (as listed below):

Members:
Martin McGann - Chair
Donald Hartzell – Vice-Chair
Michael Grutzeck, Secretary
Richard Harris - Treasurer
Raymond Liddick, Jr. – Assistant Treasurer

Absent:
Doug Baxter - Alternate

Staff:
Adam Brumbaugh, Recording Secretary
Kim Patishnock, Assistant Secretary
Robert Long, Finance Director
Joseph Fedeli, CPA Firm
Cristin Long, McQuaid Blasko
Amy Kerner, Public Works Director
Michael Daschbach, Entech Engineering

Call to Order:

Chair McGann called the meeting to order at 7:00 pm.

Public Comment:

No comments were presented.

Approval of Minutes:

Vice-Chair Hartzell made a motion to approve the minutes from the May 3, 2023 meeting. Assistant Treasurer Liddick seconded the motion. The motion passed.

Operations Update – Staff:

Mr. Brumbaugh highlighted; 1) the fire route monthly readings have remained at low usage; 2) the inventory report showed a leak repair on Greenbriar Drive; 3) nine new connections have been completed for the year.
Chair McGann requested information regarding the insufficient rainfall this year and the effect to the levels at the Rogers and Spring Creek Wells.

Public Works Director, Kerner provided the well levels for Rogers Well as January 2023 – 92.4, April 2023 – 89.1, May 2023 – 87.7 and Spring Creek as 135.5, 132, and 130.1, respectively.

**Finance Report – Staff:**

**FR-1. Financial Report**

Mr. Long noted; 1) the cash, investment and outstanding debt have not changes since January 2023; 2) a debt payments will be due in July 2023 comprised of two payments of old debt $32,000.00 and new debt of $43,000.00; 3) revenues and expenses are trending lower than expected; 4) the yearly budget trend should even out as the year progresses.

**FR-2. Ratification of Disbursements March 2023**

Treasurer Harris made a motion to ratify the April 2023 disbursements. Vice-Chair Hartzell seconded the motion. The motion passed.

**Old Business:**

1. **Rules & Regulations Update Final – Approval**

Mr. Brumbaugh noted; 1) the previous version was presented at the last meeting for review by the Authority members; 2) Secretary Grutzeck assigned sections to the members for review and comment; 3) the Authority Members, Staff and Solicitor comments were addressed and incorporated into the final document; 4) the final comment from the reviews regarding water customer payments will be addressed by Staff in the form of a policy.

Vice-Chair Hartzell mad a motion to approve the Rules & Regulations update. Assistant Treasurer Liddick seconded the motion. The motion passed.

**New Business:**

1. **2022 Financial Audit – Review/Approval**

   a. **2022 Report to Authority – SAS 114**
   b. **2022 Audit Report**

Mr. Joseph Fedeli, CPA, Fiore Fedeli Snyder Carothers, LLP, presented the *Report on Audit of Basic Financial Statements and Supplementary Information – Years Ended December 31, 2022 and 2021*, for College Township Water Authority's consideration and comment. Mr. Fedeli offered the following as financial highlights for 2022:

1. Net position increase by $905,678.
2. In December 2022, debt was incurred to provide funding for the continued
development of the Oak Hall Well, the Authority’s 3rd water source, and related projects.
3. $3.23 million of the Water Revenue Note, Series of 2022 remains available to fund projects via the drawdown loan structure of the obligation through December 6, 2025.
4. An agreement with the developer resulted in approximately $987,000 in water system improvements that have been recognized as income in 2022.
5. Capital investment in easements, meters, tools, equipment and infrastructure totaled $455,000, excluding the $987,000 in developer contributions.
6. The 2020 Ten Year Capital Improvement Plan continued to drive planned water system and operational improvements.

It was the opinion of Fiore Fedeli Snyder Carothers, LLP, that the financial statements reflected in the audit present fairly, in all material respects, the financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the College Township Water Authority, Centre County, Pennsylvania, as of December 31, 2022, and the respective changes in financial position for the year then ended in conformity with accounting principles generally accepted in the United States of America.

**Vice-Chair Hartzell made a motion to approve the Financial Audit Report ended December 31, 2022 as presented. Secretary Grutzeck seconded the motion. The motion passed.**

**2. Request to Increase Authority Water Technicians**
   a. Justification of Request
   b. Cost per Employee

Public Works Director, Kerner highlighted; 1) a synopsis of the current technicians, tasks required and man hours to complete; 2) a contract is in place between the College Township Water Authority and College Township to provide contracted labor with the cost increasing each year; 3) requiring less contracted labor will reduce the labor costs annually; 4) the request extends to sustaining five full-time employees for the Authority going forward; 5) completion of the hiring process will not be completed until approximately September 2023.

**Treasurer Harris made a motion to accept the request to add an addition Water Technician employee to the College Township Water Authority. The motion was seconded by Vice-Chair Hartzell. The motion passed unanimously.**

**Consulting Engineer Report:**

1. Engineers Report - 229

Mr. Brumbaugh noted; 1) Entech has submitted the Oak Hall Well design package to PADEP for the Public Water Supply Permit; 2) Dr. Parizek had an onsite meeting at the Oak Hall Well location and surrounding areas with the PADEP Hydrogeologist and an Assistant regarding the permit for the Oak Hall Well; 2) the meeting was positive in clarifying and address some of the particular items viewed as issues by PADEP; 3) the Squirrel Drive waterline replacement has been completed and the line is in service; 4) the actual location of the Mountainview Avenue to
Ivy Hill Drive connection has not been determined due to many factors currently unresolved regarding property in that area.

**Solicitor Report:**

Solicitor Long highlighted; 1) the easement areas required for the Mountainview Avenue to Ivy Hill Drive interconnection have been problematic in that a significant section required for the easements are currently in foreclosure; 2) with the Walmart litigation resolved, now would be the time to initiate contact with Walmart’s Counsel to clarify the waterline areas and assign liability around the Benner Pike store.

**Sub-Committee Reports:**

**Engineering Committee:**

Treasurer Harris highlighted; 1) the backflow programs is progressing with commercial customer compliance; 2) the fire route monthly reads have been steadily in the low range; 3) the Backhoe and Rock Breaker purchase has been completed; 4) the water pressure increase for the waterlines installed for the Aspen Heights project has been completed.

**Other Matters:**

No other matters were presented.

**Informative:**

1. PFAS Update/Benner Township – May 2023

Mr. Brumbaugh noted; 1) the PADEP has completed the assessment of local water services provider’s viability to provide water to Benner Township; 2) the College Township Water Authority was rated at a possible third option for water service.

**Adjournment:**

Hearing no more business Chair McGann moved to close the meeting. Seconded by Vice-Chair Hartzell. The meeting adjourned at 8:20 pm.

Respectfully Submitted,
Adam Brumbaugh

Adam Brumbaugh, Recording Secretary