

RICHLAND TOWNSHIP WATER AUTHORITY
MINUTES
November 16, 2017

The meeting was called to order by Bill Rosson, Secretary, at 7:00 p.m. Other Board members present were Bruce Jones and Zane Stauffer. Ken Mitchell and Chris Vanelli were absent. Also present were Tim Arnold, Executive Director/Operator; Tim Gluck; and Alex Glassman, Solicitor. Mark Bahnick, Van Cleef Engineering, did not attend.

MINUTES

Motion **Bruce Jones made a motion to approve the minutes from the meeting on October 12. Zane Stauffer seconded the motion. All agreed.**

PRESENTATION OF BILLS

Motion **Zane Stauffer made a motion to approve the October bills and payroll. Bruce Jones seconded the motion. All agreed.**

EXECUTIVE DIRECTOR'S REPORT

Richlandtown Borough

- We visit the pump stations twice a day for chlorine residual monitoring.
- A discussion was held with Richlandtown Borough on the Operations Agreement. Members of Borough Council have asked our Executive Director if the Authority can provide additional services to the Borough's Water Department. The Authority Board was receptive to the idea depending on the issues of time and ability. Tim A and Melissa will discuss potential new terms to the current agreement which may include reading meters, meter replacements and PA One Calls among other services.

Updates on Pump Stations

Tim A provided a report on the Authority's facilities.

Walnut Bank Farm:

- Normal daily operations and maintenance

Sweetbriar:

- Normal daily operations and maintenance
- A booster pump was replaced

Richland Court:

- Normal daily operations and maintenance

Paletown Road well:

- Normal daily operations and maintenance
- The Variable Frequency Drive has been installed. Tim A will schedule training and performing a draw down test on the well.

Sampling

- The monthly coliform samples were taken

North Loop Project Update

There has been a great deal of unexpected rock encountered during construction. The project is more than halfway done. The trench had to be dug 8 feet deep to go under Quakertown pipes and sewer laterals. The pipe can now be laid in a gradual rise to 5 feet deep.

Park 309

This project will consist of two warehouses on W. Pumping Station Road. The developer has requested a Letter of Intent to Serve from the Authority.

Motion

Bill Rosson made a motion that the RTWA issue a Letter of Intent to Serve to MRP Quakertown concerning the Park 309 project, contingent upon the recommendations of the Authority's Engineer, Van Cleef Engineering, and the Executive Director. The conditions are to be based upon Van Cleef's review and analysis included in its correspondence to the Authority dated October 16, 2017 as well as review and approval by the Executive Director. Zane Stauffer seconded the motion. All agreed.

Phoebe Richland / Rich Hill Tract

A letter has been sent to both projects asking for the signed Preliminary Agreement and corresponding fees.

New Email Addresses for the Authority Staff and Board Members

Those Board members present stated that their new email addresses are working fine.

December Meeting Date

There is a conflict on the regular scheduled date for the December meeting. It was decided to hold the meeting on December 28.

SOLICITOR'S REPORT

Right-To-Know Request

We received a Right to Know Request from Rick Orloff. It will be granted as to the records we have. Mr. Orloff will be provided with copies of the audits from 2012-2016.

Mr. Glassman, in for Melissa, reported on various legal matters that the Solicitor's office is working on.

ENGINEER'S REPORT

No report.

OPERATIONS REPORT

About a million gallons less water was pumped last month.
Walnut Bank Farms had a differential pressure problem.
Richland Court has been running 24/7. It can be cut back.

Customer Care Calls:

1. Spring Meadow Drive – high use.
2. Heron Court – low pressure. The problem was the PRV.
3. Arbour Lane – low pressure. The contractor had been checking valves and this property's had not been turned back on completely.

Motion

Bruce Jones made a motion to adjourn at 7:35 p.m. Bill Rosson seconded the motion. All agreed.

Respectfully submitted,
Dianne McLane
Recording Secretary