

RICHLAND TOWNSHIP WATER AUTHORITY
MINUTES
October 12, 2017

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

There was an Executive Session after the September meeting to discuss potential litigation.

MINUTES

Motion **Bruce Jones made a motion to approve the minutes from the meeting on September 14. Bill Rosson seconded the motion. All agreed.**

PRESENTATION OF BILLS

Tim brought to the Board's attention an additional invoice that he would like to present to the Board for approval at tonight's meeting.

Motion **Bill Rosson made a motion to approve the September bills and payroll as presented. Bruce Jones seconded the motion. All agreed.**

Motion **Ken Mitchell made a motion to approve the invoice from A.C. Schultes in the amount of \$33,830.00 for the well modifications that were made at the Paletown Road well; such payment to be contingent upon the final approval of the executive director and the receipt of all pertinent paperwork. Bruce Jones seconded the motion. All agreed.**

The following financial reports were discussed and distributed: Profit & Loss, Balance Sheet, and Budget vs Actual for the past 9 months.

Tim A stated that the Authority will not have to raise rates in 2018.

EXECUTIVE DIRECTOR'S REPORT

Richlandtown Borough

We visit the pump stations twice a day for chlorine residual monitoring.

Updates on Pump Stations

Walnut Bank Farm:

- Normal daily operations and maintenance

Sweetbriar:

- Normal daily operations and maintenance
- A replacement program was started for the cl₂ regulators, injectors and miscellaneous instruments

Richland Court:

- Normal daily operations and maintenance

Paletown Road well:

- Normal daily operations and maintenance
- The Variable Frequency Drive has been installed and training is being scheduled. The well will need a draw down test. DEP will determine what sampling is needed before the well goes online.

Sampling

- The monthly coliform samples were taken
- The packet contains a sample letter to those who participated in the lead and copper sampling showing their lead results. The 90th percentile was fine for both lead and copper.

North Loop Project Update

There has been a great deal of rock encountered during construction; as well as having to dig deep to go under a swale. Tim A delivered letters concerning the road closure to business owners in the area.

Rich Hill Tract

This project, on the corner of Route 309 and Rich Hill Road, will consist of 272 lots. The developer has requested a Letter of Intent from the Authority.

Motion **Bill Rosson made a motion that RTWA issue a Letter of Intent to Serve Rich Hill Associates concerning the Rich Hill Tract development, contingent upon the recommendations of the Authority's Engineer, Van Cleef Engineering, and the Executive Director. The conditions to be based upon Van Cleef's review and analysis included in its correspondence to the Authority dated October 12, 2017 as well as review and approval by the Executive Director. Ken Mitchell seconded the motion. All agreed.**

The Authority, working with the Engineer and Solicitor's Offices has revised the Letter of Intent to Serve Developers.

Phoebe Richland

This project is an Independent Living facility located within the Township. The developer has asked for a Letter of Intent to Serve.

Motion **Ken Mitchell made a motion that RTWA issue a Letter of Intent to Serve Phoebe Richland Health Care Center concerning the independent living facilities project, contingent upon the recommendations of the Authority's Engineer, Van Cleef Engineering, and the Executive Director. The conditions to be based upon Van Cleef's review and analysis included in its correspondence to the Authority dated October 12, 2017 as well as review and approval by the Executive Director. Bill Rosson seconded the motion. All agreed.**

RTWA 2018 Meeting Dates

The Board approved the second Thursday of the month for their meeting dates in calendar year 2018.

HB798

This proposed bill would place water and wastewater municipal authorities under the jurisdiction of the PUC. The PMAA and other local government associations have testified against the bill. The PUC also presented concerns that the bill would cost them an additional \$10 million and require hiring 100 new employees.

New Email Address

The Board members will now each have a RTWA email address. Melissa suggested that the RTWA develop a policy concerning how the emails will be used.

SOLICITOR'S REPORT

The documents for the CVS dedication did not arrive, so this issue will be tabled.

Right To Know Request

The Final Determination and Order from the Office of Open Records has been issued. The Appeals Officer's opinion holds that pursuant to the attorney-client communication doctrine and case law, Rudolph Clarke is permitted to redact certain terms from the attorney invoices that have been requested by Rick Orloff. Melissa's office is reviewing the decision and the attorney invoices at present.

Melissa reported on other matters she has been working on for the Authority.

ENGINEER'S REPORT

No report.

OPERATIONS REPORT

As we go into Fall season, water usage starts to decline. One well is down at Walnut Bank Farm, so less water is being pumped out there and, instead, more is being pumped out of Sweetbriar. The Richland Court well is running at a steady rate.

Customer Care Calls:

1. Mayflower Drive – the meter was making a loud noise. It turned out to be a hammer in the system, the meter was OK. Recommended a PRV.
2. Dovecote Drive – low pressure. The homeowner eventually called back to say things were fine.
3. Creekside Lane – low pressure. The problem was the PRV.

Motion **Bill Rosson made a motion to adjourn at 7:40 p.m. Ken Mitchell seconded the motion. All agreed.**

Respectfully submitted,
Dianne McLane
Recording Secretary