

RICHLAND TOWNSHIP WATER AUTHORITY
MINUTES
December 10, 2015

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

MINUTES

Motion **Bruce Jones made a motion to approve the minutes from the meeting on November 12, 2015. Bill Rosson seconded the motion. All agreed.**

PRESENTATION OF BILLS

Motion **Ken Mitchell made a motion to approve the November bills. Bruce Jones seconded the motion. All agreed.**

EXECUTIVE DIRECTOR'S REPORT

Rate Increase

Tim A presented the Board with a resolution for the rate increase.

Motion **Bill Rosson made a motion that the RTWA adopt Resolution 2015-2, the 2016 *Richland Township Water Authority Schedule of Charges*. Ken Mitchell seconded the motion. All agreed.**

A letter will be sent to Melody Lakes informing them of their rate increase.

2016 Budget

Motion **Ken Mitchell made a motion that the RTWA adopt the 2016 Budget. Bill Rosson seconded the motion. All agreed.**

Executive Director's Agreement

Changes were made to the agreement which was approved at the October meeting.

Motion **Ken Mitchell made a motion that the Executive Director Employment Agreement that was approved October 8, 2015, be modified and replaced by the agreement dated December 10, 2015. Bruce Jones seconded the motion. All agreed.**

Vehicle Policy

Changes were made to the last paragraph of the policy that was presented to the Board in September, plus an emergency situation allowance was added.

Motion **Bill Rosson made a motion that the RTWA adopt the Vehicle Policy as written as of December 10, 2015. Bruce Jones seconded the motion. All agreed.**

ENGINEER'S REPORT

No report.

SOLICITOR'S REPORT

No report.

OPERATIONS REPORT

We pumped about 2 million gallons less than last month.
One well at Walnut Bank Farm is still down. The pump station work is done.

Complaint:

1. 3031 Dovecote Drive – low water pressure. The customer had installed the PRV backwards.
Also, the meter was replaced.

AUTHORITY COMMENTS

Congratulations went out to Bill Rosson and his family for receiving the Volunteer of the Year Award. The Board acknowledged Dianne for completing training to become a notary. Ken thanked everyone for their service this year. The snow plow arrived and was tested.

Motion **Bill Rosson made a motion to adjourn at 7:20 p.m. Bruce Jones seconded the motion. All agreed.**

Respectfully submitted,
Dianne McLane
Recording Secretary