

RICHLAND TOWNSHIP WATER AUTHORITY
MINUTES
January 14, 2016

The meeting was called to order by Ken Mitchell, Chairman, at 7:02 p.m. Other Board members present were Bill Rosson and Bruce Jones. Zane Stauffer and Chris Vanelli were 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.

The Richland Township Water Authority began the meeting by holding its reorganization. The Reorganizational Meeting was called to order by Ken Mitchell.

MOTION Ken Mitchell made a motion to name Bill Rosson as temporary chairman. Bruce Jones seconded the motion. All agreed.

Bill Rosson opened the floor for nominations.

MOTION A motion was made by Bruce Jones to elect Ken Mitchell as Chairman. Ken Mitchell seconded the motion. All agreed.

MOTION A motion was made by Bruce Jones to elect Chris Vanelli as Vice Chairman. Bill Rosson seconded the motion. All agreed.

MOTION A motion was made by Bruce Jones to elect Bill Rosson as Secretary. Ken Mitchell seconded the motion. All agreed.

MOTION A motion was made by Bill Rosson to elect Bruce Jones as Treasurer. Ken Mitchell seconded the motion. All agreed.

MOTION A motion was made by Bruce Jones to elect Zane Stauffer as Assistant Secretary/Treasurer. Bill Rosson seconded the motion. All agreed.

MOTION A motion was made by Ken Mitchell to appoint Stephen Shelly as Solicitor. Bill Rosson seconded the motion. All agreed.

MOTION A motion was made by Bruce Jones to appoint Van Cleef Engineering as the engineer for the Water Authority. Bill Rosson seconded the motion. All agreed.

MOTION A motion was made by Ken Mitchell to appoint Boucher & James Inc. as alternate engineer for the Water Authority. Bill Rosson seconded the motion. All agreed.

MOTION A motion was made by Bill Rosson to appoint Lopez, Teodosio & Larkin as the auditor for the 2015 RTWA Audit. Ken Mitchell seconded the motion. All agreed.

MOTION A motion was made by Bill Rosson to adjourn the re-organizational portion of the meeting. Ken Mitchell seconded the motion. All agreed.

Ken Mitchell opened the general meeting for January 2016 at 7:08 p.m.

MINUTES

Motion Bill Rosson made a motion to approve the minutes from the meeting on December 10, 2015. Bruce Jones seconded the motion. All agreed.

PRESENTATION OF BILLS

Motion Bruce Jones made a motion to approve the December bills. Bill Rosson seconded the motion. All agreed.

EXECUTIVE DIRECTOR'S REPORT

Monitoring/Testing Requirements

The 2016 schedule for testing was included in the packet.

Hidden Ponds

The RTWA received two copies of the Deed of Dedication for this development of 24 homes.

Motion Ken Mitchell made a motion that the RTWA authorize the solicitor to sign the Deed of Dedication for Reserves at Hidden Ponds. The developer will then need to post an 18-month maintenance bond. Bill Rosson seconded the motion. All agreed.

Shop With A Cop

The RTWA received a letter of thanks from Scott McElree, Quakertown Borough Manager and Chief of Police, for our contribution to this event.

Twin Lakes

Van Cleef submitted a review of this project of 107 homes on S. Old Bethlehem Pike. The project is moving forward.

Munilogic/GIS

We had training recently and it was discovered that certain assets were missing from the mapping application. John Barbaz of Van Cleef provided Carroll Engineering with the water system map to help them fill in the gaps. Part of this program involves entering an inventory of all assets at pump stations.

Pump Station Updates

WBF: Exterior work is complete. It was discovered that part of the drywall ceiling has collapsed, perhaps because of the high moisture level in the station. Tim A will have a contractor replace the drywall and insulation.

It was observed that the main tank water levels were dropping, even though the pumps were pumping 24 hours a day. It was discovered that the impeller needed to be replaced.

SB: There were problems with the impellers at Sweetbriar also. We were able to replace them temporarily with 2 smaller impellers from older pumps. More impellers are ordered. Tim G is currently painting the distribution lines inside the pump station.

There are no current projects at Richland Court and the Paletown Road well. Some projects need to be postponed until dryer weather.

Auditor

Lopez, Teodosio and Larkin have been appointed as auditors for the RTWA 2015 Audit.

Motion Ken Mitchell made a motion that the RTWA authorize the executive director to sign the letter of engagement with Lopez, Teodosio and Larkin to perform the 2015 audit at a cost not to exceed \$6,500. Bill Rosson seconded the motion. All agreed.

ENGINEER'S REPORT

No report.

SOLICITOR'S REPORT

No report.

OPERATIONS REPORT

We pumped more water than last month. The damaged impellers will be replaced.

Customer Care Calls:

1. 1420 Cobblestone Way – there was a banging noise when someone was showering. The meter was replaced.
2. 9 Wagon Wheel Road – the landlord said the tenant was complaining of a rash from the water. Tim A told the landlord that the RTWA is compliant with all regulations, and suggested that the landlord review our CCR report online.

AUTHORITY'S COMMENTS

Bill Rosson asked about emergencies. Tim A told him the RTWA has an emergency contingency plan. Also, we would be able to isolate a problem so it would not affect the entire system. Bottled water would be available if needed.

Ken mentioned that he would like the Board to get a tour of the facilities and pump stations. This can be scheduled for later in the year.

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

Respectfully submitted,
Dianne McLane
Recording Secretary