

RICHLAND TOWNSHIP WATER AUTHORITY
MINUTES
September 8, 2016

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/Operator; and Tim Gluck. Steve Shelly, Solicitor; and Mark Bahnick, Van Cleef Engineering, did not attend.

MINUTES

Motion **Bill Rosson made a motion to approve the minutes from the meeting on August 11, 2016. Bruce Jones seconded the motion. All agreed.**

PRESENTATION OF BILLS

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

BOARD REPORT

Retainment of Special Legal Counsel

There was a brief discussion regarding the appointment of a Special Counsel.

Motion **Ken Mitchell made a motion that effective September 8, 2016, the Richland Township Water Authority does hereby appoint Melissa K. Fiala of Rudolph Clark, LLC, as Special Counsel for legal matters as determined or directed by the Authority and/or the Executive Director; and authorizes the Chairman of the Authority to execute the agreement. Bruce Jones seconded the motion. All agreed.**

EXECUTIVE DIRECTOR'S REPORT

Richlandtown Borough

We continue to visit the pump stations twice a day for chlorine residual monitoring. Sampling for coliform, lead & copper, disinfectant and disinfection byproducts has been completed this month.

Updates on Pump Stations

Walnut Bank Farm: Other than normal daily operations and maintenance, an impeller was replaced.

Sweetbriar: Other than normal daily operations and maintenance, no specific work was done at this station.

Richland Court: Other than normal daily operations and maintenance, no specific work was done at this station.

Paletown Road well: Other than normal daily operations and maintenance, no specific work was done at this station. Tim will meet with the contractor shortly.

Sampling

The monthly coliform samples were taken in August.

BCWSA/Quakertown Interceptor Project

Tim A and Tim G met with the contractor performing the work and were able to identify the possible areas of conflict. The sewer lines have been installed, and the conflicts were avoided.

Employee Payroll

There was a brief conversation about the Director no longer being paid through the Township's account due to liability issues. Tim A will use ADP for payroll going forward, and the funds will come directly out of the Authority Operating Account.

2015 Audit

Tim A will send the Board a draft copy of the 2015 audit for their review. The auditor would be available to come to the next meeting if needed.

Water Service on Cemetery Road

We received a request for water service from a property owner who will be constructing an office building on Cemetery Road. We have no water lines nearby, but Quakertown Borough's line is about 40 feet away.

Motion **Ken Mitchell made a motion that the Executive Director send a letter to Quakertown Borough regarding the request for the borough to provide water service to the property on Cemetery Road, and stating that the Authority relinquishes service to this property. Bruce Jones seconded the motion. All agreed.**

ENGINEER'S REPORT

No report.

SOLICITOR'S REPORT

No report.

OPERATIONS REPORT

Water use was about one million gallons less than last month. This amount will continue to decrease as the weather gets cooler. We are continuing to monitor the docket numbers and adjust the wells accordingly.

Customer Care Calls:

1. 2120 Claymont Drive – low pressure. It was determined that the problem was the PRV. Also, the meter was replaced.

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

After the close of the meeting, Tim A gave the Board members a tour of the pump stations and treatment plants.

Respectfully submitted,
Dianne McLane
Recording Secretary