

RICHLAND TOWNSHIP WATER AUTHORITY
MINUTES
April 13, 2017

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

There was an Executive Session on April 2, 2017, to discuss pending litigation.

MINUTES

Motion **Chris Vanelli made a motion to approve the minutes from the meeting on March 9. Ken Mitchell seconded the motion. All agreed.**

PUBLIC COMMENT/VISITORS

Supervisor Rick Orloff attended the meeting to ask questions of the Board.

PRESENTATION OF BILLS

Motion **Chris Vanelli made a motion to approve the March bills. 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. The refurbished booster pump was installed. The amended Operator Agreement was signed by Richlandtown Borough Council.

Motion **Chris Vanelli made a motion that the RTWA authorize the executive director to sign the Operating Agreement between the RTWA and Richlandtown Borough. Ken Mitchell seconded the motion. All agreed.**

Updates on Pump Stations

Walnut Bank Farm:

- Normal daily operations and maintenance

Sweetbriar:

- Normal daily operations and maintenance

Richland Court:

- Normal daily operations and maintenance

Paletown Road well:

- Normal daily operations and maintenance
- The improvement project has been tabled until drier weather.

Sampling

- The monthly coliform samples were taken.
- The arsenic samples for the first quarter were taken and were compliant at all locations.

Right to Know Request

- Tim A received a right to know request from Rick Orloff. The response is enclosed.

North Loop

- The PUC has received our application. We are waiting for their approval (assuming no objections from interested parties).

2016 Audit

The auditors will be here on May 1-2 to perform the 2016 Audit.

Arbours at Morgan Creek

The developers have requested a final inspection and dedication punch list. Van Cleef will provide the punch list. We will also need an 18-month Maintenance Bond.

Bike Rodeo

The Richland Township Police Department has asked for a donation toward one or two new bikes for the annual bike rodeo on May 13.

Motion **Ken Mitchell made a motion that the RTWA donate two bicycles for the bike rodeo at a cost not to exceed \$200. Bruce Jones seconded the motion. All agreed.**

Trumbauersville Road Repair

Chris asked about the dip in the road. Tim A said that the state has given their permission to wait until the weather is warmer to fix it.

SOLICITOR'S REPORT

Right to Know Resolution and Open Records Policy

The Open Records Policy has been amended, and a Resolution prepared for Right to Know Requests. When a request is received, the Right to Know Officer (Tim Arnold) has 5 days from the date the request is received to send an initial response. If a legal review is needed, the Right to Know Officer can take a 30 day extension from the date of the initial request. The person making the request can appeal if they feel they didn't get all they wanted.

Motion **Chris Vanelli made a motion that the RTWA adopt Resolution 2017-4 which lays out the policies concerning open records and right to know requests. Bruce Jones seconded the motion. All agreed.**

Our office is reviewing Rick Orloff's request for attorney bills.

Letter to Customers

Motion **Ken Mitchell made a motion that the Richland Township Water Authority Board authorize the staff and professionals to prepare correspondence to the ratepayers of the Authority addressing both the current state of the Authority, including completed and ongoing projects and a rate comparison to other communities, and the recent untruthful rhetoric and aspersions being cast upon the Authority, in order to dispel the dishonesty and provide ratepayers with a review of the important and hard work being performed by our Authority on behalf of our community members. Chris Vanelli seconded the motion. All agreed.**

ENGINEER'S REPORT

No report.

OPERATIONS REPORT

We pumped about 3 million gallons more than last month.

Flushing with Milford Township will start April 17 and continue to May 8. This will use more water than usual. The interconnection with Milford will be open.

At Walnut Bank Farms, after fixing the leak at well #3, the outputs have been adjusted so that both wells are pumping about the same amount.

Customer Care Calls:

1. 1077 Arbour Lane – when the owners got home from Florida, they discovered they had no water. The problem was the PRV.

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

Respectfully submitted,
Dianne McLane
Recording Secretary