

**RICHLAND TOWNSHIP WATER AUTHORITY**  
**MINUTES**  
**December 20, 2018**

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

**MINUTES**

**Motion**            **Chris Vanelli made a motion to approve the minutes from the meeting of November 9, 2018. Brian Foster seconded the motion. All agreed.**

**PRESENTATION OF BILLS**

**Motion**            **Chris Vanelli made a motion to approve the November bills and payroll. Ken Mitchell seconded the motion. All agreed.**

**EXECUTIVE DIRECTOR'S REPORT**

**Richlandtown Borough**

- We visit the pump stations twice a day for chlorine residual monitoring
- Monthly coliform samples were taken

**Updates on Pump Stations**

Tim A provided a report on the Authority's facilities:

*Walnut Bank Farm:*

- Normal daily operations and maintenance
- Pumps were laser aligned and couplings were replaced
- During the laser alignment, it was discovered that the base of one of the pumps was cracked. The pump was removed and sent out for repairs.
- Pacella Painting replaced the drywall and insulation
- The panel board on the CL-17 analyzer was replaced.
- CL-17 analyzer was serviced by Hach

*Sweetbriar:*

- Normal daily operations and maintenance
- Pumps were laser aligned and couplings were replaced
- CL-17 analyzer was serviced by Hach
- A ball valve for the analyzer was replaced

*Richland Court:*

- Normal daily operations and maintenance
- CL-17 analyzer was serviced by Hach
- A booster pump was replaced

*Paletown Road well:*

- Normal daily operations and maintenance
- Working with DEP to get the well online

**Sampling**

- The monthly coliform samples were taken
- DEP has notified the Authority that if our lead and copper samples taken in 2019 are compliant with regulations, we will be eligible to test for lead and copper every 3 years instead of yearly.

### **Right to Know Requests**

Two requests were received from Rick Orloff. His requests and our responses are included in the Board packet.

### **2019 Budget**

The final version of the 2019 budget was presented to the Board.

**Motion**            **Ken Mitchell made a motion that the Richland Township Water Authority adopt the 2019 Budget. Chris Vanelli seconded the motion. All agreed.**

### **Bills Impacting Authorities**

SB 1078 amends the open meetings requirements in the Sunshine Act to allow for additional use of executive sessions for security purposes.

### **Bidding Thresholds Increase**

Under Act 90, the municipal bidding thresholds have been changed starting January 1, 2019:

- Purchases and contracts below \$11,100 require no formal bidding or written/telephonic quotations
- Purchases and contracts between \$11,100 and \$20,600 require three written/telephonic quotations
- Purchases and contracts over \$20,600 require formal bidding

### **SOLICITOR'S REPORT**

- Discussion of the Right to Know Requests
- Melissa pointed out that professional services are excluded from competitive bidding, and mentioned that the Commonwealth's CO-STARS program is also available to municipalities and municipal entities.

### **ENGINEER'S REPORT**

No report.

### **OPERATIONS REPORT**

We pumped about 900,000 gallons less than last month. This month we pumped more out of Sweetbriar and less out of Walnut Bank Farm and Richland Court.

#### *Customer Care Calls:*

1. Freedom Court – low water pressure, water is brown. The problem could be the water softener.
2. Presidential Drive – noise in the pipes. There was a restriction in the PRV. The homeowner was advised to call a plumber to replace the PRV.

### **AUTHORITY'S COMMENTS & ADJOURNMENT**

Ken thanked everyone for a good year.

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

Respectfully submitted,  
Dianne McLane  
Recording Secretary