

RICHLAND TOWNSHIP WATER AUTHORITY
MINUTES
September 14, 2017

The meeting was called to order by Ken Mitchell, Chairman, at 7:10 p.m. Other Board members present were Bruce Jones, Bill Rosson, and Zane Stauffer. Chris Vanelli was absent. Also present were Tim Arnold, Executive Director/Operator; and Melissa Fiala, Solicitor. Tim Gluck and Mark Bahnick, Van Cleef Engineering, did not attend.

There will be an Executive Session after the meeting to discuss potential litigation.

MINUTES

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

PRESENTATION OF BILLS

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

EXECUTIVE DIRECTOR'S REPORT

Richlandtown Borough

We visit the pump stations twice a day for chlorine residual monitoring.

Updates on Pump Stations

Tim A reported that the invoice from LRM indicates the purchases we have made to refurbish the chlorine equipment (regulators, injectors, etc.) at Sweetbriar, Richland Court and Walnut Bank Farms. Backups have also been ordered.

Walnut Bank Farm:

- Normal daily operations and maintenance
- The arsenic media had to be "fluffed" and backwashed
- The booster pumps were laser aligned

Sweetbriar:

- Normal daily operations and maintenance
- The booster pumps were laser aligned

Richland Court:

- Normal daily operations and maintenance
- There was a hole in the underground storage tank. The area was dug up and the hole was patched.

Paletown Road well:

- Normal daily operations and maintenance
- Still waiting for the Variable Frequency Drive installation

Sampling

- The monthly coliform samples were taken
- Samples were collected for lead and copper, nitrites, nitrates, DDP and 20 regulated VOC's. Locations for the DDP sampling are determined by the DEP. We only needed to collect 20 lead and copper samples this year.

North Loop Project Update

The project was started at the back of the SPCA and is completed down to California Road. The work on E. Pumping Station Road should start Monday.

This loop is not being put in solely to benefit US Cold Storage. While US Cold Storage will benefit from the project, the loop is being constructed as part of the Authority's capital plan of infrastructure and obligation to provide efficient public water service and allow for greater fire protection to the ratepayers in the service area.

The project is being funded by the monies received from the development of US Cold Storage related to the benefit to US Cold Storage, but the remaining monies are being financed through the QNB draw-down loan entered into by the Board at our last meeting.

It is not the Authority's intention to use all of the funds from the QNB loan. It is the Authority's plan to pay back the loan principle with tapping fees expected from developers.

Banking

A transfer of \$500,000 was made from the operating account to a 6-month CD at QNB, with a rate of 1.30%.

The Board of Directors filled out forms to become signatories for the QNB account.

Next month, the packet will include a Budget vs Actual report.

PMAA Conference

At the conference, Tim A attended classes, and spoke to other water authority managers/directors.

SOLICITOR'S REPORT

Melissa said that she also attended the PMAA conference and it was a good experience. It provided a realistic perspective on Tim A's job duties and multiple roles at the Authority.

Right To Know Request

Rick Orloff submitted a Right to Know request concerning documents about the loan. The loan documents will be obtained from Matt McHugh, the Authority's counsel for the QNB loan.

ENGINEER'S REPORT

No report.

OPERATIONS REPORT

Tim A noted that less water was pumped this month. There were no customer care calls for August.

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