

RICHLAND TOWNSHIP WATER AUTHORITY
MINUTES
January 10, 2019

The Reorganizational Meeting was called to order by Ken Mitchell, Chairman, at 7:02 p.m. Other Board members present were Chris Vanelli and Zane Stauffer. Brian Foster and Bill Rosson were absent. Also present were Tim Arnold, Executive Director/Operator; and Melissa Fiala, Solicitor. Mark Bahnick, Van Cleef Engineering, and Tim Gluck did not attend.

MOTION **Chris Vanelli made a motion to name Tim Arnold as Temporary Chairman. Ken Mitchell seconded the motion. All agreed.**

Tim Arnold opened the floor for nominations.

MOTION **A motion was made by Chris Vanelli to elect Ken Mitchell as Chairman. Zane Stauffer seconded the motion. All agreed.**

MOTION **A motion was made by Ken Mitchell to elect Chris Vanelli as Vice Chairman. Zane Stauffer seconded the motion. All agreed.**

MOTION **A motion was made by Chris Vanelli to elect Bill Rosson as Secretary. Zane Stauffer seconded the motion. All agreed.**

MOTION **A motion was made by Ken Mitchell to elect Brian Foster as Treasurer. Chris Vanelli seconded the motion. All agreed.**

MOTION **A motion was made by Chris Vanelli to elect Zane Stauffer as Assistant Secretary/Treasurer. Zane Stauffer seconded the motion. All agreed.**

MOTION **A motion was made by Ken Mitchell to appoint Rudolph Clarke LLC as Solicitor and to approve the fees as presented. Chris Vanelli seconded the motion. All agreed.**

MOTION **A motion was made by Ken Mitchell to appoint Van Cleef Engineering as the engineer for the Water Authority and to approve the fees as presented. Zane Stauffer seconded the motion. All agreed.**

MOTION **A motion was made by Chris Vanelli to appoint Boucher & James Inc. as the conflict engineer for the Water Authority and to approve the fees as presented. Ken Mitchell seconded the motion. All agreed.**

MOTION **A motion was made by Ken Mitchell to appoint Hutchinson, Gillahan & Freeh to perform the 2018 Audit. Chris Vanelli seconded the motion. All agreed.**

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

Ken Mitchell opened the general meeting for January 2019 at 7:08 p.m.

MINUTES

Motion **Chris Vanelli made a motion to approve the minutes from the meeting on December 20, 2018. Zane Stauffer seconded the motion. All agreed.**

PRESENTATION OF BILLS

Quarterly financial statements were provided to the Board.

There was an unpaid bill for approval that was not on the Invoices for Approval report.

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

EXECUTIVE DIRECTOR'S REPORT

Health Insurance

The health insurance comes up for renewal on March 1. Tim presented several plans for the Board to consider. If we stay with our current plan and Tim Gluck stays on the HSA, he would pay the difference. If we take the plan with a slightly higher premium, Tim Gluck's cost is about the same.

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

Sweetbriar:

- Normal daily operations and maintenance

Richland Court:

- Normal daily operations and maintenance

Paletown Road well:

- Normal daily operations and maintenance

Sampling

- The monthly coliform samples were taken

SOLICITOR'S REPORT

No report.

ENGINEER'S REPORT

No report.

OPERATIONS REPORT

The amount of water being pumped has remained steady. Less water was pumped at Walnut Bank Farms.

Customer Care Calls:

1. Mayflower Drive – meter appears to be leaking. Tim A called but got no reply. On Jan. 9, Tim called back and spoke to the owner who said it was fine now.

Motion **Chris Vanelli made a motion to adjourn at 7:30 p.m. Ken Mitchell seconded the motion. All agreed.**

Respectfully submitted,
Dianne McLane
Recording Secretary