

RICHLAND TOWNSHIP WATER AUTHORITY
MINUTES
January 14, 2021

The Reorganizational Meeting was called to order by Ken Mitchell, Chairman, at 7:00 p.m. Other Board members present were Chris Vanelli and Brian Foster. Bill Rosson attended by phone. Gary Yakub was absent. Also present were Tim Arnold, Executive Director/Operator; Sean Gore, Technician; and Lauren Gallagher, Solicitor. Mark Bahnick, Van Cleef Engineering, did not attend.

MOTION Ken Mitchell made a motion to name Chris Vanelli as Temporary Chairman. Brian Foster seconded the motion. All agreed.

Chris Vanelli opened the floor for nominations.

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

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

MOTION A motion was made by Chris Vanelli to elect Bill Rosson as Secretary. Ken Mitchell 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 Brian Foster to elect Gary Yakub as Assistant Secretary/Treasurer. Chris Vanelli seconded the motion. All agreed.

MOTION A motion was made by Bill Rosson to appoint Rudolph Clarke LLC as the 2021 solicitor and to approve the fees as presented. Ken Mitchell seconded the motion. All agreed.

MOTION A motion was made by Chris Vanelli to appoint Van Cleef Engineering as the 2021 engineer for the Water Authority and to approve the fees as presented. Brian Foster seconded the motion. All agreed.

MOTION A motion was made by Ken Mitchell to appoint Gilmore & Associates Inc. as the 2021 alternate engineer for the Water Authority and to approve the fees as presented. Bill Rosson seconded the motion. All agreed.

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

Ken Mitchell opened the general meeting for January 14, 2021, at 7:05 p.m.

MINUTES

Motion Brian Foster made a motion to approve the minutes from the meeting on December 16, 2020. Chris Vanelli seconded the motion. All agreed, Ken Mitchell abstained due to his absence.

PRESENTATION OF BILLS

Motion Chris Vanelli made a motion to approve the December 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
- The start-up process for the Union Road Station has begun. The filtration system has been installed. Before putting the well online, samples need to be taken for the DEP. It should take another 2 weeks or so.

Updates on Pump Stations

Tim provided a report on the Authority's facilities:

Walnut Bank Farm:

- Normal daily operations and maintenance

Sweetbriar:

- Normal daily operations and maintenance
- Replaced solenoid valve on well #1
- Reinstalled Act-Pak on well #2

Richland Court:

- Normal daily operations and maintenance

Paletown Road well:

- Normal daily operations and maintenance

Sampling

- Monthly coliform samples were taken
- Quarterly arsenic samples were taken. The results have averaged 4 ppb for the three operating well stations. There is no need to replace the media for possibly three years.

Shop With A Cop

We received a thank you letter from the Quakertown Borough Manager for our donation to this event.

Lease Agreement

The Richland Township Board of Supervisors approved the lease agreement at their January 4, 2021 meeting. The agreement pertains to the RTWA's lease of our office building, which is owned by the Township, for \$1,000 per month. The Township would be responsible for all improvements to the building (such as new windows and siding). Our solicitor approves the agreement.

Motion Chris Vanelli made a motion that the RTWA Board authorize the Chairman and Secretary to sign the Lease Agreement with Richland Township, dated January 4, 2021. Ken Mitchell seconded the motion. All agreed.

Richlandtown Borough Agreement

This is the second addendum to the original agreement which was signed January 1, 2017. The water system operating fee has been increased from \$1,250.00 to \$1,400.00 per month.

Motion Brian Foster made a motion that the RTWA Board authorize the Chairman and Secretary to sign the Second Addendum to the original agreement, dated January 1, 2017, which increases the operating fee to \$1,400.00 per month. This addendum will take effect January 1, 2021. Chris Vanelli seconded the motion. All agreed.

SOLICITOR'S REPORT

No report.

ENGINEER'S REPORT

No report.

OPERATIONS REPORT

There has been a significant decline in usage as we go through the winter. Sean is working on the Operational Manual. He has created some instructional guidelines to post in the pump stations.

Customer Care Calls:

1. Richland Terrace – low pressure. The problem was the water softener.
2. We received two responses to the Board's letter. Both customers were very happy with the service that was provided.

AUTHORITY'S COMMENTS & ADJOURNMENT

Motion **Brian Foster made a motion to adjourn at 7:25 p.m. Chris Vanelli seconded the motion. All agreed.**

Respectfully submitted,
Dianne McLane
Recording Secretary