

**RICHLAND TOWNSHIP WATER AUTHORITY**  
**MINUTES**  
**January 13, 2022**

The Reorganizational Meeting was called to order by Lauren Gallagher, Solicitor, at 7:05 p.m. Other Board members present were Ken Mitchell, Bill Rosson and Brian Foster. Chris Vanelli attended by phone. Gary Yakub was absent. Also present were Tim Arnold, Executive Director/Operator; Sean Gore, Technician. Mark Bahnick, Van Cleef Engineering, did not attend.

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

Ken Mitchell opened the floor for nominations.

**MOTION**      **A motion was made by Chris Vanelli to elect Bill Rosson as Chairman. Brian Foster seconded the motion. All agreed.**

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

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

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

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

**MOTION**      **A motion was made by Bill Rosson to appoint Rudolph Clarke LLC as the 2022 solicitor and to approve the fees as presented. Ken Mitchell seconded the motion. All agreed.**

**MOTION**      **A motion was made by Bill Rosson to appoint Van Cleef Engineering as the 2022 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 Bill Rosson to appoint Gilmore & Associates Inc. as the 2022 alternate 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 Brian Foster to adjourn the re-organizational portion of the meeting. Chris Vanelli seconded the motion. All agreed.**

Bill Rosson opened the general meeting for January 13, 2022, at 7:10 p.m.

*There was an Executive Session after the January meeting to discuss personnel matters.*

**MINUTES**

**Motion**      **Brian Foster made a motion to approve the minutes from the meeting on December 16, 2021. Ken Mitchell seconded the motion. All agreed.**

## **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
- General discussion on the Richlandtown Borough Operations

### **Updates on Pump Stations**

Tim provided a report on the Authority's facilities:

#### *Walnut Bank Farm:*

- Normal daily operations and maintenance
- Still waiting on Scada parts for Well #3
- Still waiting for heater parts

#### *Sweetbriar:*

- Normal daily operations and maintenance
- Still waiting for heater parts

#### *Richland Court:*

- Normal daily operations and maintenance
- Still waiting for heater parts

#### *Paletown Road well:*

- Normal daily operations and maintenance

### **Sampling**

- Monthly coliform samples were taken

## **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.

Tim Arnold commended Sean Gore and April Hillaert for keeping RTWA running smoothly during his absence due to COVID.

#### *Customer Care Calls:*

1. Richland Court – no water pressure. The problem was the water softener.
2. Claridon Court – low water pressure. Sean bypassed the softener, if that didn't work the owner would have to replace the PRV.
3. S. Old Bethlehem Pike – Pressure too high, PRV needed to be replaced.

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

**Motion**        **Brian Foster made a motion to adjourn at 7:39 p.m. Ken Mitchell seconded the motion. All agreed.**

Respectfully submitted,  
April Hillaert  
Recording Secretary