

RICHLAND TOWNSHIP WATER AUTHORITY
MINUTES
May 13, 2021

The meeting was called to order by Ken Mitchell, Chairman, at 7:03 p.m. Other Board members present were Bill Rosson, Brian Foster and Chris Vanelli. Gary Yakub was absent. Also present was Tim Arnold, Executive Director/Operator; Sean Gore, Technician; and Lauren Gallagher, Solicitor. Mark Bahnick, Van Cleef Engineering, did not attend.

MINUTES

Motion **Brian Foster made a motion to approve the minutes from the meeting of April 8, 2021. Bill Rosson seconded the motion. All agreed.**

PRESENTATION OF BILLS

Motion **Chris Vanelli made a motion to approve the April bills and payroll. Brian Foster seconded the motion. All agreed.**

- Financial Reports from the 1st Quarter were distributed to the Board Members. Tim is looking at interest rates and may recommend that the Board payoff the West Loop Loan in July.

EXECUTIVE DIRECTOR'S REPORT

Richlandtown Borough

- We visit the pump stations twice a day for chlorine residual monitoring
- Still waiting for turbines, possibly one month out, alternating pumps

Tim 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
- During flushing, noticed a couple of hydrants needed repairs

Paletown Road well:

- Normal daily operations and maintenance

Sampling

- Monthly coliform samples were taken

Adoption of Resolution 2021-2

Shredding Event takes place May 22nd. Resolution 2021-2 and Exhibit A, listing all items that will be shredded, was provided to the Board.

Motion **Chris Vanelli made a motion that the RTWA adopt Resolution 2021-2, a resolution authorizing the disposition of specific records according to the schedules and procedures set forth in the Municipal Records Manual. Bill Rosson seconded the motion. All agreed.**

Road Clean-Up

Road clean-up day is May 22nd. The Board agreed to provide food for the volunteers.

Bike Rodeo

The bike rodeo will be held on May 15th. RTWA purchased 2 bicycles.

Letter to Judd Builders

The escrow accounts for Judd Builders are closed. A copy of the letter that was sent with the checks was given to the Board.

Late Fees/Water Termination

Tim asked if the Board will continue to waive late fees and water termination for non-payment.

Motion **Brian Foster made a motion that the RTWA reinstate late fees assessment on delinquent water bills starting with 2nd Quarter 2021 billing. Ken Mitchell seconded the motion. All agreed.**

Group Term Life Insurance & Long Term Disability Plans

The initial premium for both plans was included with the Invoices for Approval.

Motion **Chris Vanelli made a motion that the RTWA authorize the executive director to execute the contract with Lincoln Financial Group for Group Term Life Insurance and Long Term Disability, subject to any review and changes as the Executive Director deems fit and appropriate. Brian Foster seconded the motion. All agreed.**

SOLICITOR'S REPORT

No report.

ENGINEER'S REPORT

No report.

OPERATIONS REPORT

We are still pumping about 500,000 gallons per day.

Customer Care Calls:

1. Spring Meadows – no water; went to home, discovered it was a water softener problem.
2. Walnut Bank Farm –Water pressure fluctuates sometimes; needs to contact HOA for PRV.
3. Beaver Run – Pipe leaking; service line leak on RTWA side. Repaired 5/11/21.
4. Arbours at Morgan Creek – Noise in pipes when water is used; PRV needs to be replaced.

AUTHORITY'S COMMENTS & ADJOURNMENT

Motion **Bill Rosson made a motion to adjourn at 7:33 p.m. Brian Foster seconded the motion. All agreed.**

Respectfully submitted,
April Hillaert
Recording Secretary