

RICHLAND TOWNSHIP WATER AUTHORITY
MINUTES
November 14, 2019

The meeting was called to order at 7:00 p.m. by Ken Mitchell, Chairman. Other Board members present were Brian Foster, Chris Vanelli, and Bill Rosson. Also present was Tim Arnold, Executive Director/Operator. Tim Gluck and Mark Bahnick, Van Cleef Engineering, were not in attendance.

There will be an Executive Session after the meeting to discuss personnel matters.

MINUTES

Motion **Chris Vanelli made a motion to approve the minutes from the meeting of October 10, 2019. Bill Rosson seconded the motion. All agreed.**

PRESENTATION OF BILLS

Motion **Bill Rosson made a motion to approve the October bills and payroll. Brian Foster seconded the motion. All agreed.**

EXECUTIVE DIRECTOR'S REPORT

2020 Budget

Tim presented the first draft of the 2020 budget for the Board to review.

Richlandtown Borough

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

Updates on Pump Stations

Tim A provided a report on the Authority's facilities:

Walnut Bank Farm:

- Normal daily operations and maintenance
- Tim G is currently painting the pipes in the station

Sweetbriar:

- Normal daily operations and maintenance
- The solenoid went bad. The starter is making an odd noise and will require replacement.

Richland Court:

- Normal daily operations and maintenance

Paletown Road well:

- Normal daily operations and maintenance

Sampling

- Monthly coliform samples were taken
- Arsenic sampling for the fourth quarter was done – no results yet.

MRP Industrial – Heller Road

A letter was sent to the developer stating that if they want the project to proceed, they will need to fill out the Preliminary Agreement and return it with the appropriate funds.

Twin Lakes Phase 2 Escrow Release

Select Properties requested a release of funds for phase 2 of the project.

Motion Chris Vanelli made a motion that the RTWA approve escrow release #1 by Select Properties for Twin Lakes Phase 2 in the amount of \$231,715.35, subject to the deduction of any outstanding fees due the Richland Township Water Authority. Bill Rosson seconded the motion. All agreed.

2019 Audit

Hutchinson, Gillahan & Freeh submitted a proposal to perform the 2019 audit.

Motion Brian Foster made a motion that the Richland Township Water Authority Board authorize the Executive Director to sign the letter of engagement from Hutchinson, Gillahan & Freeh to provide the 2019 audit at a cost of \$8,400.00, with a \$125 hourly rate for additional services. Chris Vanelli seconded the motion. All agreed.

Shop With A Cop

The Board voted to donate to this cause again this year.

Motion Ken Mitchell made a motion that the RTWA donate \$450.00 for the Shop With a Cop event. Brian Foster seconded the motion. All agreed.

The event falls on the same day as the December meeting. Since Tim A volunteers at the event, the Board voted to change the meeting date to Monday, Dec. 16 at 7:00 PM.

SOLICITOR'S REPORT

No report.

ENGINEER'S REPORT

No report.

OPERATIONS REPORT

Water production is coming down.

Customer Care Calls:

1. Arbour Lane – there was a high-pitched noise in the area of the meter when the water was turned on. The problem was the PRV for the sprinkler system.
2. Creekside Lane – no running water. The PRV was replaced.
3. Arbour Lane – high water pressure. The PRV needed to be adjusted.
4. Arbour Lane – low water pressure. The PRV needed to be adjusted.
5. Heather Lane – the hot water smells like rotten eggs. The owner was advised to run the water for a while and check the anode rod in the hot water heater.
6. Bridle Path Drive - low water pressure. The problem was the water softener.
7. Arbour Lane - high water pressure. The problem was the PRV.

Motion Chris Vanelli made a motion to adjourn at 7:40 p.m. Brian Foster seconded the motion. All agreed.

Respectfully submitted,
Dianne McLane
Recording Secretary