

RICHLAND TOWNSHIP WATER AUTHORITY
MINUTES
November 11, 2021

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

MINUTES

Motion **Chris Vanelli made a motion to approve the minutes from the meeting of October 14, 2021. Brian Foster seconded the motion. All agreed. Bill Rosson abstained.**

PRESENTATION OF BILLS

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

EXECUTIVE DIRECTOR'S REPORT

Richlandtown Borough

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

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

Paletown Road well:

- Normal daily operations and maintenance

Sampling

- Monthly coliform samples were taken

2021 Audit

Hutchinson, Gillahan & Freeh submitted a proposal to perform the 2021 audit.

Motion **Chris Vanelli 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 2021 audit at a cost of \$9,650.00, with a \$150 hourly rate for additional services. Brian Foster seconded the motion. All agreed.**

Rate Increase

Tim provided a benchmark of what other providers charge for 16,000 gallons. Even with the rate increase, the RTWA still compares well with other water suppliers.

The agreement with Melody Lakes states that the RTWA will charge them the lowest rate. Currently, they are paying \$3.50/thousand. Tim suggested that it be raised to \$4.25/thousand. The Board agreed.

Tim presented the Board with a resolution for the rate increase

Motion **Ken Mitchell made a motion that the RTWA adopt Resolution 2021-3, the 2021 Richland Township Water Authority Schedule of Charges. Chris Vanelli seconded the motion. All agreed.**

2021 Budget

Tim provided a copy of the draft budget and told the Board members to look it over. It will be discussed and voted on at the next meeting.

December Meeting Date

Shop With A Cop event falls on the same day as the December meeting. Since Tim volunteers at the event, the Board voted to change the meeting date to Thursday, December 16th at 7:00 PM.

SOLICITOR'S REPORT

No report.

ENGINEER'S REPORT

No report.

OPERATIONS REPORT

Production has started to drop in September.

Customer Care Calls:

1. Brayton Gardens II – Meter was making a loud squealing sound; PRV needed to be replaced
2. Walnut Bank Farms – Water is brown, no pressure upstairs; bypassed the softener, that was the issue
3. Renaissance at Morgan Creek – Water is leaking in basement; PRV needs to be replaced

AUTHORITY'S COMMENTS & ADJOURNMENT

Motion **Chris Vanelli made a motion to adjourn at 7:34 p.m. Bill Rosson seconded the motion. All agreed.**

Respectfully submitted,
April Hillaert
Recording Secretary