

**RICHLAND TOWNSHIP WATER AUTHORITY**  
**MINUTES**  
**October 10, 2019**

The meeting was called to order at 7:05 p.m. by Ken Mitchell, Chairman. Other Board members present were Brian Foster, Chris Vanelli, and Bill Rosson. Also present were Tim Arnold, Executive Director/Operator; Ed Rudolph, Solicitor; and Tim Gluck. Mark Bahnick, Van Cleef Engineering, was not in attendance.

*Ken acknowledged the fact that Zane Stauffer had passed away. Zane had served on the Board for 20 years. Chris asked for a moment of silence.*

**MINUTES**

**Motion**            **Chris Vanelli made a motion to approve the minutes from the meeting of September 12, 2019. Bill Rosson seconded the motion. All agreed.**

**PRESENTATION OF BILLS**

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

The financial reports for the third quarter were also presented to the Board. The reports show that the RTWA is fiscally sound. The loan for the North Loop should be paid off by the end of the year.

New computers were purchased for Dianne and Tim A; Tim G's laptop may need to be replaced next year.

The tank at Richland Court may need to be replaced next year. Tim A spoke to Mark Bahnick and John Barbaz of Van Cleef about our options.

**EXECUTIVE DIRECTOR'S REPORT**

**Richlandtown Borough**

- We visit the pump stations twice a day for chlorine residual monitoring
- Arsenic media needs to be replaced

**Updates on Pump Stations**

Tim A 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**

- Weekly coliform samples were taken
- Nitrite, Nitrate and VOC samples were taken
- Arsenic sampling for the fourth quarter is coming up.

**MRP Industrial - Park 309 Escrow Release**

The letters were sent to the bank and developer concerning the partial release of funds.

**Meeting Dates for 2020**

The Board agreed to keep the meetings on the second Thursday of the month.

**Comprehensive Monitoring Plan**

The DEP now requires water systems to develop a Comprehensive Monitoring Plan (CMP). The CMP is intended to improve public health protection by ensuring that all sources, purchased interconnections and entry points are included in routine compliance monitoring. The report includes what wells are being used and how many wells are at each pump station. Tim A has also completed the CMP for the Borough.

The well on Paletown Road has been put on reserve. There will be an entirely different process to start it up. The Richland Court well’s output has slowed somewhat. It may be getting clogged again.

**Shredding**

We need a resolution in order to shred documents.

**Motion Ken Mitchell made a motion to adopt Resolution 2019-1 authorizing the disposition of the specific records shown in Exhibit A. Bill Rosson seconded the motion. All agreed.**

**SOLICITOR’S REPORT**

No report.

**ENGINEER’S REPORT**

No report.

**OPERATIONS REPORT**

The total water production is coming down.

*Customer Care Calls:*

1. Dovecote Drive – low water pressure. The problem was the PRV. The meter was replaced.
2. Glen Manor Drive – low water pressure. The problem was the PRV.
3. Dovecote Drive – low water pressure. The problem was the water softener.
4. Great Clips – brown water. Must be an internal problem. Tim advised the owner to run the water until it clears.
5. Dovecote Drive – low 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