

RICHLAND TOWNSHIP WATER AUTHORITY
MINUTES
September 12, 2019

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

MINUTES

Motion **Bill Rosson made a motion to approve the minutes from the meeting of August 8, 2019. Ken Mitchell seconded the motion. All agreed.**

PRESENTATION OF BILLS

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

EXECUTIVE DIRECTOR'S REPORT

Richlandtown Borough

- We visit the pump stations twice a day for chlorine residual monitoring
- The borough is moving along with the generator project – the unit should arrive in mid-October.

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
- The generator is running properly now.

Richland Court:

- Normal daily operations and maintenance

Paletown Road well:

- Normal daily operations and maintenance

Sampling

- Weekly coliform samples were taken
- Lead and copper sample results: the 90th percentile fell below the action levels for both lead and copper. We can now test for lead and copper every 3 years.

American Heritage Credit Union

This project (on N. West End Blvd. across from Earl Bowl) will consist of a credit union and an office/retail building. The applicant has signed the agreements and paid the fees.

Motion **Brian Foster made a motion that the RTWA authorize the Director to execute the agreements for American Heritage Credit Union, subject to the review and satisfaction of the Solicitor and Executive Director. Ken Mitchell seconded the motion. All agreed.**

MRP Industrial - Park 309 Escrow Release

The developer has requested a release of funds.

Motion Ken Mitchell made a motion that the RTWA approve escrow release #1 by MRP Industrial for the Park 309 project in the amount of \$175,438.35, subject to the deduction of any outstanding fees due the Richland Township Water Authority. Zane Stauffer seconded the motion. All agreed.

MRP Industrial – Heller Road

The developer is proposing a 209,000 sq. ft. building on the corner of Heller Road and E. Pumping Station Rd (across from US Cold Storage). They have asked for a Letter of Intent.

Motion Zane Stauffer made a motion that the RTWA issue a Letter of Intent to Serve to MRP Industrial concerning the Heller Road project, contingent upon the recommendations of the Authority’s Engineer, Solicitor, and Director. The conditions are to be based upon Van Cleef Engineering’s review and analysis included in its correspondence to the Authority dated September 6, 2019, as well as the review and approval by the Director and Solicitor. Bill Rosson seconded the motion. All agreed.

Reserve at Woodside Creek

This project will consist of 75 single family homes (74 new homes and 1 existing home) which will be built in two phases. The first phase will consist of 35 new homes and the existing home, and the second phase will consist of 39 new homes.

It is located at the intersection of Paletown Road and Rocky Ridge Road. WB Homes has sold the first phase of the project to Pulte Homes.

The water line will be run along the frontage of their property and will give existing homes along the road the opportunity to tie in to the system.

Computers

The Authority will need to upgrade their computers to run Windows 10.

PMAA Conference

Tim A said the conference was very informative. He took the following classes:

1. Water Tanks – We need to look at the Richland Court tank. We would need a permit from the DEP to do interior work.
2. Standard Operating Procedures – The AWWA has templates.
3. Cyber Security – this class was not helpful. Tim A will express his concerns to our IT company about the computers and the SCADA system.
4. PA One Call Updates – The PUC will now enforce the response to the calls. Tim A thought it would be helpful if the area was marked in white. Also, who is responsible for marking the service lines?
5. Financial Updates – this class covered cash flow analysis and investment policy.

SOLICITOR'S REPORT

No report.

ENGINEER'S REPORT

No report.

OPERATIONS REPORT

There was a slight decline in water use from last month.

Customer Care Calls:

1. Grey Fox Circle – loud noise. The meter is spinning and makes a noise when a large amount of water is being used.
2. Dovecote Drive – low water pressure. The problem was the PRV.
3. Oak Tree Drive – low water pressure. The problem was the water softener.
4. Creekside Lane – low water pressure. The problem was the PRV.
5. Heller Road – low water pressure. The problem was the PRV which was outside in the meter pit. The owner adjusted it.
6. Heather Lane – rotten egg smell. The owner was advised to run the water for a while.

Motion **Bill Rosson made a motion to adjourn at 7:50 p.m. Ken Mitchell seconded the motion. All agreed.**

Respectfully submitted,
Dianne McLane
Recording Secretary