

**RICHLAND TOWNSHIP WATER AUTHORITY**  
**MINUTES**  
**February 8, 2018**

The meeting was called to order at 7:00 p.m. by Chris Vanelli, Vice Chairman. Other Board members present were Bill Rosson and Zane Stauffer. Ken Mitchell and Bruce Jones were absent. Also present were Tim Arnold, Executive Director/Operator; Tim Gluck; and Melissa Fiala, Solicitor. Mark Bahnick, Van Cleef Engineering, did not attend.

***There were no Executive Sessions at the January 2018 meeting  
and there have been no others to report.***

**MINUTES**

**Motion**            **Bill Rosson made a motion to approve the minutes from the meeting of January 11, 2018. Zane Stauffer seconded the motion. All agreed.**

**PRESENTATION OF BILLS**

The Medicare bill was added for approval. It was not received in time to be listed on the Invoices for Approval report.

**Motion**            **Bill Rosson made a motion to approve the January bills and payroll. Chris Vanelli seconded the motion. All agreed.**

**EXECUTIVE DIRECTOR'S REPORT**

**Richlandtown Borough**

- We visit the pump stations twice a day for chlorine residual monitoring.
- There were three valves that needed to be replaced. The final valve was recently delivered. Tim A will contact a contractor to replace them this month.

**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 motor on Well #2 had not been running. The screen going to the meter was clogged, and even after cleaning it, the motor still would not run. A well driller was contacted to replace the motor. When he replaced the motor, he also acid washed and cleaned the well.
- Today Tim A and Tim G discovered that the transducer wasn't working and replaced it. The well should be back on-line February 9.

*Richland Court:*

- Normal daily operations and maintenance
- There has been a decrease in production at this well. It could be a motor or pump issue, or the well may need to be cleaned out again.

*Paletown Road well:*

- Normal daily operations and maintenance
- Started installing the chlorine analyzer

## **Sampling**

- The monthly coliform samples were taken
- IOC samples were taken. These are quarterly samples which include testing for arsenic. The system's arsenic levels are still very low and well within regulatory compliance.

## **North Loop Update**

The project was completed on February 2. The wet tap and paving are done. Chlorinated pressure tests and bacti tests need to be completed. Restoration will be done in the spring.

## **Twin Lakes**

We received the signed agreements and appropriate funds from the developer.

**Motion**            **Bill Rosson made a motion that the RTWA authorize the Vice Chairman to execute the Developer Agreements for Phase I of Twin Lakes. Chris Vanelli seconded the motion. All agreed.**

## **Townhomes at Edgewater**

The escrow release letters were mailed after last month's meeting.

## **Park 309**

Van Cleef Engineering submitted a review of this industrial land development project on West Pumping Station Road. The project consists of two warehouses.

## **Health Insurance**

A discussion was held regarding health insurance for RTWA employees.

## **Right-To-Know Requests**

- Brian Reimers requested a copy of the 2016 Schedule of Charges and a copy of the Executive Director Employment Agreement. The records were supplied.
- Rick Orloff requested the tapping fee for a residential home. Additionally, he requested the tapping fees from 10 years ago. The requests were granted.

## **NEW BUSINESS**

### **Dunkin Donuts**

This project is located on the corner of Route 309 and Tollgate Road. The Applicant needs a Highway Occupancy Permit from PennDOT. PennDOT is requiring the Applicant to obtain easements from adjoining property owners. RTWA has an easement in this vicinity.

The easement is owned, maintained and operated by us. Melissa spoke to the need to have an agreement with the Applicant if the Board were going to consider the Applicant's request.

Dunkin Donuts will need to establish an escrow account for professional review.

## **SOLICITOR'S REPORT**

- Melissa reported on the Addendum to the Agreement for Richlandtown Borough.
- Melissa reported on Phase I of the Twin Lakes Developer Agreement.

## **ENGINEER'S REPORT**

No report.

## **OPERATIONS REPORT**

Usage is normal for this time of year.

We are alternating the pumps at the Walnut Bank Farms location.

*Customer Care Calls:*

1. Prairie Court – high water use. They had a toilet that was leaking.
2. Farm House Lane – high water use. They had a toilet that was leaking.
3. Dovecote Drive – water pressure problem. The meter was replaced.

**Motion**            **Chris Vanelli made a motion to adjourn at 8:00 p.m. Bill Rosson seconded the motion. All agreed.**

Respectfully submitted,  
Dianne McLane  
Recording Secretary