

Washington Township Municipal Authority  
Business Meeting Minutes  
October 17, 2006

The meeting was opened at 7:33 by Chairman Geesaman. Also present was F. Eisenhart, W. Tomlinson, P. Benchoff, S. McCleaf, E. Barnhart, J. Patel and S. Eck.

**Business from the Floor**

There was no business from the floor.

**Agenda**

The Agenda was approved as presented on a P. Benchoff, F. Eisenhart motion.

**Minutes of October 10, 2006**

The minutes were accepted as presented on a S. McCleaf, W. Tomlinson motion.

**Monthly Water Report**

Major events for the month were the operation of the Hess Well and of a second water filter and repairs to a pump at Hoover Springs and a PRV along Old Route 16.

The Water Company Report for September 2006 was accepted as prepared by S. Melego, on a P. Benchoff, S. McCleaf motion.

**Monthly Sewer Report**

The Sewer Company Report for September 2006 was accepted as prepared by Omar Benchoff, on a S. McCleaf, F. Eisenhart motion.

**Monthly Accounting Reports**

After review The Accounting Reports were approved on a P. Benchoff, S. McCleaf motion.

**Payment of Bills**

The Manager presented the bills for the month of September. F. Eisenhart questioned invoiced hours from Dennis Black for inspections. He wanted verification that all was correct due to a previous subdivision disputing charges for inspection services. Payment of the Bills was approved on a P. Benchoff, W. Tomlinson motion.

### **Engineers Report**

Jay Patel of CET Engineering Services provided the Engineers report. A copy of the report is attached to and hereby made part of these minutes. The Engineers Report was approved on a P. Benchhoff, S. McCleaf motion.

### **Requisitions and Certificates**

Requisition No. 310- Payment of \$554.50 to CET Engineering Services for PA Avenue and Old Forge Road Sewer Extension.

Requisition No. 475- Payment of \$9,227.00 to Monacacy Valley Electric Inc. for construction of Hess Well Treatment Facilities.

Both of these requisitions were approved for payment on a S. McCleaf, W. Tomlinson motion

An Invoice for H. Robson Inc. payment of \$70,462.36 for (construction invoice 11) was approved for payment on a S. McCleaf, F. Eisenhart motion.

### **Subdivisions**

**Devlin Subdivision-** Letter stating no impact to public water and sewer systems sent to the Township.

**Bayside Homes Subdivision-** Developer Completed requirements for preliminary approval.

**B2M2 Subdivision-** The letter for the first preliminary review is finished and awaiting a letter from the Authority's solicitor to Washington Boulevard LLC to be sent, as directed by the Board.

**Layman Subdivision-** The Manager presented information to the Board on Waiver Requests from R. Lee Royer for the Layman subdivision. On a P. Benchhoff, F. Eisenhart motion the Board will recommended the Township Supervisors waive Township Ordinances requiring houses on the Layman Subdivision to connect to public water and sewer systems. The waivers were recommended because future development will result in planned service to the property and the Authority prefers to connect this section to the Washington Boulevard water main in the future. A utility easement to Washington Boulevard is to be provided as part of the subdivision approval.

**Meadows Frozen Custard Site Development Plan-** The Preliminary review has been completed.

**Washington Boulevard Water Main-** The design proposes the water main be constructed at a four foot depth and when the roadway is constructed the fill areas would have additional

cover added in the fill areas. The Manager reported that Water Company water main construction requirements were a minimum of four foot of cover and a maximum of seven foot. The Board agreed that the Authority's requirements should be enforced on the proposed water main.

**Morningstar As-Builts-** Letter sent to L. Royer and D. Stoy for additional information as plans are incomplete.

### **Executive Session**

The Board adjourned to Executive Session at 8:32 PM on a F. Eisenhart, S. McCleaf motion. Personnel matters were discussed and the regular meeting was reconvened at 9:30 PM on a P. Benchhoff, S. McCleaf motion.

### **Non Union Annual Pay Review**

On a P. Benchhoff, S. McCleaf motion the following pay increases for non-union employees will become effective November 1, 2006 or as noted:

1. Administrative Assistant and Chief Operator will receive a 3.5% increase upon successful completion of their probation period.
2. Manager will receive a 3.5% increase
3. Director of Business and Finance Environmental Specialist, Superintendent of the Sewer Company and Superintendent of the Water Company will receive a four percent increase.

Following the increase the Director of Business and Finance, Manager, and Superintendent of the Sewer Company will be at the top of their pay scales.

### **Miscellaneous**

The Board approved advertising the position of Project Supervisor on a S. McCleaf, W. Tomlinson motion.

The Union Contract was signed on a S. McCleaf, F. Eisenhart motion, as recommended by Mr. Dave Keller of Barley & Snyder.

The Chairman requested an updated cell phone list be emailed to him.

The Board learned that Cingular is negotiating to place a cell phone tower on Tower road.

**Adjourn**

The meeting was adjourned at 9:44 PM on a F. Eisenhart, S. McCleaf motion.

These minutes were prepared by S. Eck Administrative Assistant. Respectfully submitted this 7th day of November, 2006

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Warren E. Tomlinson  
Secretary/ Treasurer