

Washington Township Municipal Authority
Business Meeting and Executive Session Minutes
May 8, 2007

The Business meeting was opened at 7:30 PM by Chairman Geesaman. Also present were F. Eisenhart, P. Benchhoff, W. Tomlinson, S. McCleaf, L. Hoover, S. Eck, and Solicitor S. Trinh.

Business from the Floor

Mr. Barber a resident of Washington Township approached the Board concerning a sewer backup that was reported to the WTMA on April 15, 2007. The Manager contacted the WTMA's insurance company so arrangements could be made to begin proper cleanup. The Manager also spoke with a Service Pro representative who was instructed to remove all standing sewage but wait to replace any flooring until WTMA receives approval from their insurance company. The homeowner received a denial letter from WTMA's insurance company dated May 3, 2007. Mr. Barber stated that WTMA took responsibility for the sewer malfunction and would aid in the restoration of the effected areas. Mr. Barber is asking for the Boards support to resolve the issue.

T. Miller a Staff Writer from the Record Herald made his presence asking to interview the Board of Directors, discussing personnel changes, and the vacancy for Manager, and how this may impact the WTMA. J Geesaman stated we have a fully capable staff operating the Municipal office until this position is filled.

WTMA Board members said talks of managerial restructuring have been ongoing for months, both in meetings and workshops, as have talks of other staff changes such as the hiring of an Assistant Manager, Engineer or Inspector.

Chairman Geesaman discussed the Chesapeake Bay Nutrient Reduction Program that will require treatment plants to limit the amount of nitrogen, phosphorus and other sediments released in their wastewater. The U.S. Environmental Protection Agency is set to require a nutrient discharge equivalent to 1.25 million gallons of wastewater per day. Currently, WTMA's wastewater plant has a daily discharge of 1.94 million gallons.

Agenda

The Agenda was approved as presented on a P. Benchhoff, S. McCleaf motion.

Minutes of May 1, 2007

The May 1, 2007 minutes were accepted as presented on a S. McCleaf, W. Tomlinson motion.

Requisitions

The following Requisitions were approved as presented on a W. Tomlinson, S. McCleaf motion:

Requisition No. 322- (Sewer) Payment of \$840.00 to R. Lee Royer and Associates for measuring manholes, shooting manholes and inverts @ Rouzerville Commons.

Requisition No. 323- (Sewer) Payment of \$803.00 to GW Electric Co. Inc. for repair of underground wiring and conduit @ Rouzerville Commons.

Requisition No. 324- (Sewer) Payment of \$3135.00 to DL George and Sons for excavation @ Rouzerville Commons.

Requisition No. 325- (Sewer) Payment of \$1800.00 to ADS Environmental Services for televising of lines @ Rouzerville Commons.

Sheffield Manor PRD

On a S. McCleaf, W. Tomlinson motion Sheffield Manor PRD received final approval.

Woodcrest D4

On a P. Benchoff, F. Eisenhart motion Woodcrest D4 received final approval.

Subdivisions

Martins Ridge Phase III- Sent a letter to Dawood Associates listing requirements for final approval.

B2M2- Sent a letter to CEDG Engineering to address Engineer comments and resubmit for review.

Sheffield Manor PRD- Sent a letter to the Washington Township Supervisors that Sheffield Manor PRD has met all of WTMA's requirements for final approval.

Hunters Ridge- Sent a letter to All Land Services to address Engineer comments and resubmit for review.

Sheffield Manor London Bridge- Sent a letter to R. Lee Royer and Associates to address Engineer comments and resubmit for review.

Spring Run Estates- Sent a letter to R. Lee Royer and Associates requesting As-Built drawings.

Zody- Sent a letter to Kauffman Surveying, tap into the water line is not acceptable to Waynesboro Borough Authority.

Knepper- Sent Agreement to Washington Township Supervisors to sign before final agreement is granted.

B2M2- The Manager presented a letter to the Board from J. Blubaugh to be reimbursed for construction cost against future distribution tapping fees. S. Trinh will review this information and discuss this at a later date with the Board.

Farm Spring Estates- The Manager discussed final approval requirements.

Miscellaneous

The Chairman discussed the Water and Sewer Material and Construction Specifications. P. Benchhoff requested to have a copy sent to each Board member for review. The Board discussed enforcing Resolutions. The Board will discuss this matter after review of all rules.

P. Benchhoff asked when the Wastewater Treatment plant would be receiving their Aqua Filter Performance Award for outstanding performance.

F. Eisenhart made the Board aware he may be absent the month of June due to health issues.

The Chairman requested that our Solicitor S. Trinh work on the land use permit for design build and footprint for the new administrative Building.

The Manager discussed the recent letter received from Quincy Township including a map of a plat of survey plotting seven different land elevations, including the proposed source points along the proposed water route.

S. Trinh stated that Lobar Associates has written a letter to ECHO confirming that they will schedule the repair to the sewer main between manholes WM4 & WM5 . They will also warranty the repairs for one year as requested.

Workshop

The Board adjourned to Workshop at 9:10 PM on a S. McCleaf, W. Tomlinson motion.

The Complaint Report was reviewed.

Adjourn to Executive Session

The Board adjourned to Executive Session at 9:15 PM to discuss Personnel matters.

Reconvene to Regular Meeting

On a S. McCleaf, P. Benchhoff motion the Board reconvened to Regular Meeting at 10:45 PM.

On a F. Eisenhart, S. McCleaf motion the Chairman authorized Sarah Younkers Director of Business and Finance to have temporary authorization to approve Leave forms and Overtime Compensation forms until the Managers position has been filled.

S. Younkers was also given temporary authorization to approve purchase requests in the amount up to \$2500.00 without the Board's approval.

The Board approved temporary authorization to Omar Benchhoff Superintendent of the Wastewater System to approve purchase requests in the amount of up to \$1000.00 without the Board's approval.

The Board approved temporary authorization to Scott Melego Superintendent of the Water System to approve purchase requests in the amount of up to \$1000.00 without the Board's approval.

Adjourn

The meeting adjourned at 11:00 PM.

These minutes were prepared by S. Eck, Administrative Assistant. Respectfully submitted this 8th day of May, 2007.

P. Benchhoff
Secretary/Treasurer