

Washington Township Municipal Authority
Business Meeting and Workshop Minutes
November 13, 2007

The business meeting was opened at 7:30 PM by Chairman Geesaman. Also present were F. Eisenhart, P. Benchoff, W. Tomlinson, S. McFarland and S. Eck. S. McCleaf was absent.

Business from the Floor

There was no business from the floor.

Agenda

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

Minutes of November 6, 2007

The Minutes of November 6, 2007 were accepted as presented on a W. Tomlinson, P. Benchoff motion.

Requisitions and Certificates

The following Requisitions were accepted as presented on a F. Eisenhart, P. Benchoff motion:

(Water) Requisition No. 486- Payment of \$6,419.71 to Day Ford Inc. to purchase a Ford Escape for the Administration Office.

(Water) Requisition No. 487- Payment of \$2,250.00 to Monacacy Valley Electric Inc. for electrical construction for Brookdale.

(Sewer) Requisition No. 342- Payment of \$11,412.81 to Day Ford Inc. to purchase a Ford Escape for the Administration Office.

Old Pen Mar Road

Mr. H. Geesaman and Mr. D. Patterson residents of Old Pen Mar Road approached the Board with a complaint that there have been several repairs made to the existing service line that runs through their properties. WTMA will be relocating their service line to the fronts of their property and installing new meter pits. Both residents received quotes to install new lines from the meter pit to their homes totaling \$4,036.00. They are asking the WTMA to share the expense for installation of new lines to their properties.

The Manager stated the WTMA would be responsible for installation of the laterals, curb stops, and meter pits, but the homeowners would have to connect to the new lines. If the old line broke, WTMA would disconnect and abandon it.

Chairman Geesaman stated this matter can be discussed during our Workshop. The Manager will contact Mr. H. Geesaman and Mr. D. Patterson by letter with the Board's response to the complaint.

Biosolids Update

The Manager discussed the Chesapeake Bay Nutrient Reduction Strategy. The Manager recommended having our Engineer include sludge management as a key part of the Township's ACT 537 plan.

Material Matters recommended three farms for the spreading of sludge. The Manager recommended one farm in particular to the Board. The Board authorized the Manager to pursue an agreement and permitting of the farm.

Water System Policy Change

The Board discussed changing the current water meter policy. After discussion the Board agreed to the following:

The new policy will state that the WTMA's responsibility for water lines will end at the curb stop. Developers and contractors will only have to install to the curb stops. A plumber will be responsible for installation of the water line from the curb stop to the home and homeowners will be responsible for maintenance and repair of that line.

The Manager will send a letter to all of WTMA's registered plumbers making them aware of the policy change.

Subdivisions

There were no subdivisions to discuss.

Miscellaneous

Amsterdam Road- The Manager reported that sewer lines were marked incorrectly and an excavating company accrued extra charges to locate sewer lines on Amsterdam Road and Barnett Avenue with an invoice totaling \$1,103.74. The Board agreed to pay the invoice in full for WTMA's mistake.

Washington Township Supervisors Request- The Manager presented a memo to the Board pertaining to the Washington Township Supervisors request for WTMA Board Meeting information. The Board accepted the memo presented. The Manager will be delivering the memo to the Washington Township Supervisors through M. Christopher.

New Administration Building for WTMA- The Manager reported the Washington Township Planning Commission approved the land development plans for the new administration building for WTMA. The next step is the Washington Township Supervisors approval. The Board discussed the existing building; Chairman Geesaman stated the existing building will be demolished.

The Board discussed the design and build for the new administration building.

Pennersville Road Project-The Manager reported the Pennersville Road Project is ahead of schedule. The project should be near completion by mid next week.

Inspector- F. Eisenhart asked the Manager the status of D. Stoy, Inspector for D. Black Engineering. The Manager reported that he received a letter from D. Black Engineering and D. Stoy will present final documents to the Manager by the end of this week.

The Board plans to hire an inspector. The Board discussed job duties for the inspector position. Chairman Geesaman requested the Manager review our inspection policies.

Route 16- Chairman Geesaman asked the Manager if he has heard from the residents of Route 16. The Manager replied he has heard nothing at this time from K. Markowski but has spoken to T. Sites and had received a commitment for payment as agreed.

Adjourn to Workshop

The Board adjourned to Workshop at 9:00 PM.

Complaint Report

The Board reviewed the Complaint Report.

Old Pen Mar Road

The Board discussed the two residents on Old Pen Mar Road and the Board agreed to dig a trench for the two resident's water line, lay stone and backfill the trench while the WTMA installs the laterals, curb stops, and meter pits, the two residents must have a plumber on site during this time period to lay the line and make the connections.

The Manager will mail letters to both residents with the Boards response to their complaint.

Adjourn

The Board adjourned at 10:00 PM on a F. Eisenhart, P. Benchhoff motion.

These minutes were prepared by S. Eck, Administrative Assistant. Respectfully submitted this 20th day of November, 2007.

Paul Benchhoff
Secretary/ Treasurer