

Washington Township Municipal Authority
Business Meeting Minutes
November 11, 2008

The meeting was opened at 7:30 PM by Chairman Geesaman. Others present were F. Eisenhart, S. McCleaf, L. Frantz, S. McFarland, S. Eck, E. Barnhart and K. Shannon of CET Engineering Inc. E. Gladhill was absent.

Business from the Floor

There was no business from the floor.

Agenda

The agenda was approved as presented on a S. McCleaf, L. Frantz motion.

Minutes of November 4, 2008

The minutes of November 4, 2008 were approved as presented on a F. Eisenhart, L. Frantz motion.

ARM Group Inc.

William Seaton, Senior Hydrogeologist for ARM Group Inc., presented a report to the Board summarizing the costs to date of the Hess Well #2 compared to the original budget projections. Mr. Seaton reported that although they have exceeded budget on a few tasks the project remains under the total budget, including the contingency fee.

Mr. Seaton discussed pump down testing, different types of pumps to be used, and what volumes to expect when drilling is completed. Drilling should be complete within the next few days. If ARM Group exceeds the proposed budgeted amount they will contact the WTMA.

Engineers Report

K. Shannon of CET Engineering Inc. presented the October 2008 Engineers Report. A copy of the report is attached and hereby made a part of these minutes. The Engineers Report was approved as presented on a F. Eisenhart, S. McCleaf motion.

The following items were discussed:

Water

- Hess Well and Brookdale Booster Pumping Station VFD and Controls

On a F. Eisenhart, S. McCleaf motion approval was granted to sign the contract with Monacacy Valley Electric to perform the work for the Hess/Brookdale Well Control Upgrade.

- Bubbling Springs Generator

Sewer

- Special Act 537 Planning Study with Pennsylvania's Chesapeake Bay
- Sewer System Capacity Analysis
- Developer Submittals

Manager of Special Projects Quarterly Report

E. Barnhart, Manager of Special Projects presented his 2008 Quarterly Report. The Special Project Report was accepted as presented on a S. McCleaf, L. Frantz motion.

The Report summarizes the following items:

- Hess Well No. 2
- Biosolids Permit
- Water Company Materials and Construction Specifications
- Biological Nutrient Reduction
- Buena Vista Springs
- Biweekly Reports
- Valley Avenue Water Main Replacement
- Training

Tapping Fee Review

The Manager discussed several customer contacts related to the tapping fee letters that were mailed to commercial and industrial customers who had exceeded their EDU usage. He also presented a draft letter for the Board's review that will be mailed to all commercial customers. The Board made modifications and requested a final draft at the next board meeting.

Investments

The Manager presented an investment schedule report to the Board with different investment options for some of the available funds. The Manager recommended investing the available PLGIT funds in several CD's issued through PLGIT and received approval from the Board. He reported that he is awaiting a report on available options for the funds available within the Trust.

AC&T HWD Permit Application

The Manager presented a revised application from AC&T modifying, and adding two more vehicles to their application to haul wastewater from the Washington Township area to the Wastewater Treatment Plant. The application was approved as presented on a F. Eisenhart, L. Frantz motion.

Subdivisions

Zaru- Mailed the construction bond back to the First National Bank of Mercersburg; WTMA received an 18 month maintenance bond.

Requisitions and Certificates

The following requisitions were accepted as presented on a S. McCleaf, L. Frantz motion:

(Water) Requisition No. 414- Payment of \$2,416.95 to HACH for a spectrophotometer.

(Sewer) Requisition No. 415- Payment of \$4,500.00 to Musser Sewer & Septic LLC for a Proscout Camera System.

(Water) Requisition No. 539- Payment of \$1,205.00 to Ground Solutions for filter soxx for Hess Well #2.

Miscellaneous

New Administration Building- The Manager discussed different types of masonry block for the new administration building.

WTMA Vehicles- S. McCleaf asked the Manager to monitor the WTMA vehicles and requested that they be kept cleaned.

Quincy Township Water Request- F. Eisenhart asked the Manager if he heard anything from the Quincy Township Supervisors pertaining to their previous request for water availability. The Manager replied he has heard nothing at this time.

Fire Hydrant Report- F. Eisenhart asked the status of the remaining fire hydrants that have not yet been flushed. The Manager replied they are scheduled for testing next week.

The Board discussed future hydrant flushing schedules.

2009 Board Meeting Schedule- Chairman Geesaman asked the status of the resolution for the scheduled 2009 Board meetings. The Manager replied they have been completed and will be sent to the Board for review.

Excavation Costs- The Board briefly discussed contracting costs for the year 2009.

Water Leak- L. Frantz reported she received a complaint from a local commercial customer pertaining to the time it took to repair a water leak outside of his business. The Manager reported that the Water Department had investigated a reported leak. The leak had been reported over the weekend, and the determination was made that the leak was not sufficient to require weekend call-outs and overtime. It was repaired first thing Monday morning. There was discussion about how to keep customers better informed.

Adjourn to Workshop

The Board adjourned at 10:25 PM on a L. Frantz, F. Eisenhart motion.

Complaint Report

The Board reviewed the complaint report.

Adjourn

The Board adjourned at 10:30 PM on a S. McCleaf, L. Frantz motion.

These minutes were prepared by S. Eck, Administrative Assistant, respectfully submitted this 18th day of November, 2008.

L. Frantz, Secretary/Treasurer