

Washington Township Municipal Authority
Business Meeting and Executive Session Minutes
November 18, 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, B. Carrigan, O. Benchoff, S. Melego, S. Trinh, C. Angle of CET Engineering and J. Panetti of Keystone 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 F. Eisenhart, L. Frantz motion.

Minutes of November 11, 2008

The minutes of November 11, 2008 were accepted as presented on a S. McCleaf, L. Frantz motion.

Sewer Company Report

O. Benchoff, Wastewater Superintendent presented the October 2008 Sewer Report. The Sewer Company Report was accepted as presented on a S. McCleaf, L. Frantz motion.

The following items were discussed:

- Minimum flow for the month was 460,000
- Average flow was 550,000
- Maximum flow was 730,000
- There were nine new connections for the month
- The wastewater treatment plant is currently operating at 63.9% of its capacity
- 26,280 gallons of biosolids were recycled during the month of October.

Mr. Benchoff discussed purchasing two new pumps for the Cold Spring Pump Station. One of the existing four Chicago pumps has been down, and the WTMA has experienced difficulty getting replacement parts from the manufacturer. The Sewer company would like to replace them with Gorman-Rupps. The Board requested more information before a decision would be made.

Purchase Request

On a F. Eisenhart, S. McCleaf motion approval was granted to purchase two grinder pumping stations from CW Sales at a cost of \$6,226.00.

Business Report

B. Carrigan, Business Manager presented the October 2008 Business Report. The Business Report was accepted as presented on a L. Frantz, F. Eisenhart motion.

The following items were discussed:

- Water Company Revenue Report
- Sewer Company Revenue Report
- Cash Flow Summary
- Investment Report
- Tap Fee Detail Report
- Zullinger Water Analysis
- Highfield Water Analysis

B. Carrigan reported that the online payment option thru Pay Pal has been very successful.

Payment of Bills

The payment of bills for October 2008 was accepted as presented on a S. McCleaf, F. Eisenhart motion.

Requisitions and Certificates

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

(Water) Requisition No. 540- Payment of \$2,524.50 to R. Lee Royer and Associates for drawings related to the E&S controls at Hess Well II.

(Water) Requisition No. 541- Payment of \$1,430.50 to R. Lee Royer and Associates for the Bubbling Springs Generator.

Water Company Report

S. Melego, Water Superintendent presented the October 2008 Water Report. The Water Report was accepted as presented on a F. Eisenhart, S. McCleaf motion.

The following items were discussed:

- The water usage for the month of October was 42% of the system's capacity
- 15,241,000 gallons of water was produced for the month
- 48,897,000 gallons of water was produced for the quarter
- One water leak was discovered for the month
- Unaccounted water for the quarter was 13%
- There were no new connections for the month

S. Melego reported a violation that was issued by DEP. The violation occurred due to the failure of a contracted laboratory sending the results to DEP on time. F. Eisenhart requested that S. Melego keep copies and notes of the violation on file for future reference.

The Manager presented a proposed change order in the amount of \$21,360.00 from Monocacy Valley Electric for an upgrade to the Brookdale Well RTU. After discussion the Board declined to accept the change order on a F. Eisenhart, S. McCleaf motion. Chairman Geesaman discussed staying within the original scope of the project and beginning to budget monies for a complete system SCADA in the future.

The Manager presented a proposal from CET Engineering Inc. to provide construction administration services for the Hess and Brookdale Well Control Project at a cost of \$4,000.00. The proposal was accepted as presented on a F. Eisenhart, S. McCleaf motion.

Tapping Fee Letter

The Board reviewed changes made to the tapping fee letter that will be mailed to commercial and industrial customers explaining the implementation of Resolution 06-6 and Resolution 06-7, and showing their water usage for the past three years. The Board gave their approval and directed the Manager to mail the letter.

New Administration Building

The Manager presented an Electric Service Agreement and Right of Way Contract from Allegheny Power. On a S. McCleaf, F. Eisenhart motion approval was granted for Chairman Geesaman to sign the contract.

The Manager presented different types of masonry block to the Board for the new administration building.

Subdivisions

Foster- The Board discussed a request for a waiver to not connect to the public sewer system for this subdivision that was received from R. Lee Royer and Associates. Waivers are granted by

the Washington Township Supervisors, so the request must go to them. The Board will provide a recommendation if a request is received from the Washington Township Supervisors.

WTMA Acceptance to Haul Wastewater

The Manager presented applications to the Board from Mountain Top Excavating and Karl Pile Septic Service to haul wastewater to the Wastewater Treatment Plant. On a S. McCleaf, F. Eisenhart motion the applications were accepted as presented.

Miscellaneous

Resolution 09-2- The Manager presented Resolution 09-2 (2009 Board Meeting Schedule) for the Boards review.

CHAR Newsletter- The Manager briefly discussed the CHAR Newsletter.

Wastewater Treatment Plant Sludge Spreader- S. McCleaf questioned why the sludge spreader was down six weeks for repair. The Manager replied the steering pump is not a standard pump and was difficult to locate.

Fire Hydrant Flushing on Remaining Hydrants- F. Eisenhart asked the status of the fire hydrant flushing that was scheduled for this week. The Manager replied the Blue Ridge Summit Fire Department had to reschedule Tuesday's testing due to the fire company being called out.

Washington Township Boulevard Waterline Phase II- S. Trinh asked the status for the Dedication of the Washington Township Boulevard Waterline. The Manager replied that the Deed of Dedication was provided to the Washington Boulevard LLC for the appropriate signatures, and the WTMA also needs a maintenance bond. R. Lee Royer and Associates is working on the as-builts for the waterline.

Adjourn to Executive Session to Discuss Legal Matters

The Board adjourned at 10:34 PM on a L. Frantz, S. McCleaf motion to discuss legal matters.

Adjourn

The Board adjourned at 11:15 PM.

These minutes were prepared by S. Eck, Administrative Assistant, respectfully submitted this 2nd day of December, 2008.

L. Frantz, Secretary/Treasurer