

Washington Township Municipal Authority
Business Meeting and Executive Session Minutes
April 14, 2009

The meeting was opened at 7:30 PM by Chairman F. Eisenhart. Others present were S. McCleaf, L. Frantz, E. Gladhill, J. Blair, S. McFarland, S. Eck, S. Trinh and C. Angle of CET Engineering Inc.

Business from the Floor

There was no business from the floor.

Agenda

The agenda was approved as presented on an E. Gladhill, L. Frantz motion.

Minutes of April 7, 2009

The minutes of April 7, 2009 were accepted as presented on a S. McCleaf, E. Gladhill motion.

Adjourn to Executive Session

The Board adjourned to Executive Session at 7:34 PM on a S. McCleaf, E. Gladhill motion to discuss legal matters.

Reconvene to Regular Meeting

The Board reconvened at 8:41 PM.

Engineers Report

C. Angle of CET Engineering Inc. presented the March 2009 Engineers Report. The Engineers Report was approved as presented on a S. McCleaf, J. Blair motion. A copy of the Engineers Report is attached and hereby made a part of these minutes. The following items were discussed:

Water

Hess Well and Brookdale Booster Pumping Station VFD and Controls

Sewer

Special Act 537 Plan Study

Sewer System Capacity Analysis

WWTP Ammonia- Nitrogen Issues

2009 Capital Budget

The Manager presented a final draft of the 2009 Water and Sewer Capital Budget. On a S. McCleaf, E. Gladhill motion the 2009 Water and Sewer Capital Budget was approved as presented.

Identity Theft Prevention Program Policy

The Manager presented the modified Identity Theft Prevention Program Policy, which is intended to identify red flags that will alert WTMA employees when new or existing accounts are opened using false information, protect against the establishment of false accounts, ensure existing accounts were not opened using false information, and to respond to such events. After further review the Board accepted the Identity Theft Prevention Program Policy effective May 1, 2009 on a S. McCleaf, J. Blair motion.

New Administration Building

The Manager presented a final spreadsheet requesting to purchase office furniture through the Costars State contract for the new administration building. After review the Board accepted the request to purchase office furniture and equipment at an approximated total cost of \$25,646.73 on an E. Gladhill, S. McCleaf motion.

The Board discussed the décor for the Lobby, Board Meeting Room and the Conference Room.

Requisitions

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

(Water) Requisition No. 572- Payment of \$12,694.09 to Monocacy Valley Electric Inc. for Hess Well II.

(Water) Requisition No. 573- Payment of \$3,182.95 to Washington Township Supervisors for Hess Well II.

(Water) Requisition No. 574- Payment of \$64,520.92 to ARM Group Inc. for Hess Well II.

Subdivisions

Washington Township Center- Mailed a letter to L. Royer to address comments and resubmit plans.

Miscellaneous

Bulk Water Purchase Request- The Manager presented a letter received from Mr. M. Wingert and Mr. B. Mollett requesting to purchase water to be hauled from the WTMA. After further discussion the Board decided to not supply water to be hauled by M. Wingert and B. Mollett on an S. McCleaf, J. Blair motion.

Tuition Reimbursement- The Manager requested Board authorization for K. Kreps to enroll in an Excel Training Course at Hagerstown Community College and receive reimbursement under the provisions of Resolution 06-3. Authorization was granted to K. Kreps on a L. Frantz, J. Blair motion.

Pennsylvania Water Environment Association- The Manager discussed the Pennsylvania Water Environment Association (PWEA) Biosolids Public Outreach Initiative. The Mid-Atlantic Biosolids Association (MABA) is following an issue in Pennsylvania that has potential implications for Authorities that land apply their biosolids. The PWEA Biosolids Committee and Board has voted to support a public outreach initiative and asking for financial support.

On a S. McCleaf, L. Frantz motion a \$200.00 donation will be contributed to the PWEA in support of farmers and land application for bio-solids.

Penn Vest- S. McCleaf briefly discussed the Penn Vest section of the CHAR Newsletter.

Senator Alloway- S. McCleaf discussed SB Bill #323 and SB Bill #419 and suggested mailing a letter to Senator Alloway supporting the bills. The Manager responded he has made contact with Senator Alloway's office and Representative T. Rock's Chief of Staff. A letter will be mailed to both, supporting these two bills.

Pennersville Road- E. Gladhill reported that she received a phone call from a resident on Pennersville Road concerning financial help to connect to the existing sewer line on Pennersville Road. She had directed them to contact the Manager directly.

Pennersville/Wyndham Drive- E. Gladhill asked the status of a stone wall that existed along Pennersville Road that was replaced with metal pipe and concrete. The Manager responded that the new barrier does not impact the WTMA's utilities.

Act 537 Plan- The Manager, Chairman F. Eisenhart and K. Shannon of CET Engineering will present the Act 537 Plan to the Township during their workshop that is scheduled for April 15, 2009. Chairman F. Eisenhart extended an invitation to any WTMA Board Member who may be interested in attending. An ad was placed in the local newspaper reflecting that WTMA Board Members may be attending this workshop.

Adjourn to Workshop

The Board adjourned to Workshop at 10:02 PM on a S. McCleaf, L. Frantz motion.

Complaint Report

The Board reviewed the Complaint Report.

Reconvene to Regular Meeting

The Board reconvened to Regular meeting at 10:07 PM.

Adjourn

The Board adjourned at 10:07 PM on a S. McCleaf, L. Frantz motion.

These minutes were prepared by S. Eck, Administrative Assistant, respectfully submitted this 21st day of April, 2009.

Lori Frantz, Secretary/ Treasurer