

Washington Township Municipal Authority
Business Meeting and Executive Session Minutes
June 16, 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, 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 a S. McCleaf, J. Blair motion (5-0).

Minutes of June 9, 2009

The minutes of June 9, 2009 were approved as presented on a S. McCleaf, E. Gladhill motion (5-0).

Engineers Report

C. Angle, of CET Engineering Inc. presented the May 2009 Engineers Report. The Engineers Report was accepted as presented on a S. McCleaf, J. Blair motion (5-0). 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

C. Angle presented a proposed change order request he received from Monocacy Valley Electric, Inc. The change order was for a 4" flow tube and to have Siemens return to complete testing and setup at a combined cost of \$5,976.00.

C. Angle has requested additional detail information for the change order from Monocacy Valley Electric.

After discussion and review of the change order, the Board gave authorization to the Manager to resolve the issue to the satisfaction of the WTMA on a S. McCleaf, E. Gladhill motion (5-0) and provided some guidelines for resolution by consensus.

- Bubbling Springs Generator

The Manager reported that site work will begin within the next two weeks and delivery of materials is scheduled for the 2nd week of July, 2009.

Sewer

- Special Act 537 Planning Study

Chairman F. Eisenhart discussed the next step necessary for formal adoption by the Washington Township Supervisors of the Act 537 Plan Study. The study was posted to the WTS and WTMA websites for public review as well as hard copies available in each office. The Act 537 Plan Study will be presented to the Township for formal adoption after any public comments that are received have been addressed.

- Sewer System Capacity Analysis

C. Angle provided a service area map of Washington Township's existing, proposed and potential development to the Board for their review and discussion. Several areas of disparity concerning the data used were identified and will be further investigated by CET Engineering Inc. and WTMA Staff.

- WWTP Ammonia- Nitrogen Issues

Water Department Report

The Manager presented the May 2009 Water Report. The Water Report was accepted as presented on a S. McCleaf, E. Gladhill motion (5-0).

The following items were discussed:

- Water usage for the month is 44.07% of the system's capacity
- 16,496,000 gallons of water was produced for the month
- There were no water leaks discovered for the month
- There were two new connections for the month

Sewer Department Report

The Manager presented the May 2009 Sewer Report. The Sewer Report was accepted as presented on a S. McCleaf, J. Blair motion (5-0).

The following items were discussed:

- The Wastewater Treatment Plant is currently at 64.5% of its capacity (for planning purposes)
- Minimum flow for the month was 900,000

- Average flow was 1,222,000
- Maximum flow was 2,480,000
- There were seven new connections for the month
- 6,000 gallons of biosolids were recycled for the month

Purchase Request

The Manager presented a purchase request from the sewer department for an all weather composite sampler. The Board authorized the purchase of composite sampler from Sirco Samplers at a cost of \$4,964.00 On a S. McCleaf, L. Frantz motion (5-0).

Business Report

The Manager presented the Business Report for May 2009. The Business Report was accepted as presented on a S. McCleaf, J. Blair motion (5-0) with clarification of the PLGIT Funds.

The following items were discussed:

- Water Department Revenue Report
- Sewer Department Revenue Report
- Cash Flow Summary
- Investment Report
- Tap Fee Detail Report

Ratification of the Bills

The Ratification of the Bills was accepted as presented on a S. McCleaf, E. Gladhill motion (5-0).

Requisitions

The following Requisitions were approved as presented on a S. McCleaf, E. Gladhill motion (5-0).

(Sewer) Requisition No. 449- Payment of \$18,150.00 to the PA Department of Transportation for the Pen Mar Repaving project.

(Water) Requisition No. 581- Payment of \$2,275.00 to the PA Department of Transportation for the Pen Mar Repaving project.

Review Valley Avenue Bids

The Manager discussed the three bids for supply and delivery of materials for a Water Main Replacement on Valley Avenue that were submitted at the June 9, 2009 Board Meeting.

After further review and discussion, L/B Water was awarded the contract bid for the supply and delivery of materials at a cost of \$10,376.32 on a S. McCleaf, J. Blair motion (5-0).

Washington Township Supervisors Appeal

The Manager presented a spreadsheet summarizing the Township's water usage for Pine Hill Park and Red Run Park over the past four years.

The Washington Township Supervisors are appealing the results of their annual sewer usage reviews for Red Run Park and Pine Hill Park, which were performed in accordance with WTMA Resolution 08-6.

The Board determined that the increase from 1.5 to 3.0 EDU's for Red Run Park would remain due to a lack of supplemental information from the Township regarding the amount of water lost from a suspected leak, on a L. Frantz, S. McCleaf motion (4-0). E. Gladhill abstained. If additional information is provided, the Board will review it at that time.

For the purposes of the sewer assessment, based on the WTMA's Water Reports from the time, an estimated 500,000 gallon water leak will be deducted from the August 2008 water reading for Pine Hill Park, resulting in an annual use of 149,000 gallons. Accordingly, the EDU's for Pine Hill Park will be increased from 1.5 to 3.0 EDU's instead of the originally assessed 12 on a S. McCleaf, J. Blair motion (4-0). E. Gladhill abstained.

Subdivisions

Wayne Highway/ Pebble Road- A letter was mailed to M. Watson of the Washington Township Supervisors with no comments from the WTMA.

CC&M- This subdivision was granted preliminary approval on a S. McCleaf, L. Frantz motion (5-0).

Lindquist- This subdivision was granted preliminary approval on a S. McCleaf, L. Frantz motion (5-0).

New Administration Building Plaque

The Board made final changes to the draft layout of the plaque for the new Administration Building. A plaque will be ordered for the open house, scheduled August 7, 2009. The Manager discussed an invitation list with the Board.

Miscellaneous

Antivirus Software- L. Frantz questioned the payment for virus removal from a computer at the Water Department. This is the second virus the WTMA has removed. The other one was at the Sewer Department. The Board directed the Manager to address the issue.

July 14, 2009 Board Meeting- Chairman F. Eisenhart reminded everyone that the next Board Meeting is not scheduled until July 14, 2009.

WTMA/WBA Joint Workshop- Chairman F. Eisenhart asked the Manager the status of any items that required follow-up after the joint workshop with the Borough Authority. The Manager replied that he and the WBA Manager, L. Pryor will be meeting to discuss revising the Sewer Transportation Agreement sometime in the next few months. The issue of assuming the customers on Harper Drive would have to be formally initiated by the Borough.

Old Forge Road Project- Chairman F. Eisenhart asked the status of the Old Forge Road Project. The Manager replied E. Barnhart, Manager of Special Projects is working on the bid documents. The Board discussed the target time to be eligible for available grant money.

Quincy Township Supervisors- E. Gladhill asked the status of the Quincy Township Supervisors water request. The Manager replied he has heard nothing from the Quincy Township Supervisors at this time.

Adjourn to Executive Session

The Board adjourned to Executive Session to discuss personnel issues at 10:10 PM on a S. McCleaf, E. Gladhill motion (5-0).

Reconvene to Regular Meeting

The Board reconvened to Regular Meeting at 10:50 PM.

Adjourn

The Board adjourned at 10:51 PM on a S. McCleaf, J. Blair motion (5-0).

These minutes were prepared by S. Eck, Administrative Assistant, respectfully submitted this 14th day of July, 2009.

Lori Frantz, Secretary/Treasurer