

Washington Township Municipal Authority  
Business Meeting Agenda  
January 19, 2010  
Meeting Time 7:15 PM

1. Business from the Floor
2. Agenda
3. Minutes of January 5, 2010
4. Tapping Fee Letters
5. Capital Budget
6. Adjourn to Executive Session to Discuss Legal Matters
7. Reconvene to Regular Meeting
8. Water Department Report
9. Sewer Department Report
10. November 2009 Business Report
11. December 2009 Business Report
12. Ratification of the Bills
13. Subdivisions
14. Miscellaneous
15. Adjourn to Workshop
16. Complaint Report
17. Adjourn

Washington Township Municipal Authority  
Business Meeting Minutes  
January 19, 2010

Chairman F. Eisenhart opened the meeting at 7:15 PM. Others present were L. Frantz, E. Gladhill, J. Blair, S. McFarland, and S. Trinh. S. McCleaf arrived at 8:25 PM during the discussion of the 2010 Capital Budget.

**Business from the Floor**

There was no business from the floor.

**Agenda**

The agenda was approved as presented on an E. Gladhill, J. Blair motion (4-0).

**Minutes of January 5, 2010**

The minutes of January 5, 2010 were approved with a minor change to paragraph two of the WTMA Projects Update Report on a L. Frantz, J. Blair motion (4-0).

**Tapping Fee Letters**

N. Oyer and P. Zurgable of W.R. Oyer Inc. were present to question the additional tapping fees and appeal the interest and penalties invoiced to N. Oyer Inc. N. Oyer explained he was unable to attend any previous meetings to appeal their tapping fee assessment due to health issues. After asking several questions about the charging of additional tapping fees, Mr. Oyer asked the Board to waive the interest and penalties that accrued on the invoice and stated he would make full payment the following day. The Board granted the request and waived the interest and penalties on an E. Gladhill, J. Blair motion (4-0). The Manager reminded N. Oyer and P. Zurgable that the EDU evaluation is done annually and that increased usage over their current levels in the future could lead to additional tapping fees.

Nicole and Cameron Price of NC Enterprises Inc (DBA Rita's) were present and provided the Board with additional information explaining the high water usage reflected in the October 14, 2008 meter reading. They explained that there was higher than normal usage due to their initial start-up, including watering of new sod and grass, training, and the distribution of free product related to their grand opening. The Board reviewed the additional information supplied and reduced the additional EDUs from 1.5 EDUs to .5 EDUs based on the documented and expected usage of 21,000 gallons of water consumption on a L. Frantz, E. Gladhill motion (4-0). Mr. and Mrs. Price stated that they expected this level of consumption in the future, but understood that if they exceeded 1.5 EDUs in subsequent years, they would be subject to additional tap fees.

## **2010 Capital Budget**

The Manager presented a draft of the 2010 Capital Budget for the Board's review. S. Melego, Water Superintendent and O. Benchoff, Wastewater Superintendent were present. The Manager reviewed the changes, additions and deletions from last year's budget. He also presented which projects he anticipated beginning this year, and which projects the WTMA is encumbering funds for. The Board asked for the Superintendents to provide their input and top priority projects. There was additional discussion and some requested changes. The Manager will submit a final Capital Budget at the February 2, 2010 Board Meeting.

## **Adjourn to Executive Session**

The Board adjourned to Executive Session to discuss legal matters at 9:31 PM on a S. McCleaf, L. Frantz motion (5-0).

## **Reconvene to Regular Meeting**

The Board reconvened to regular meeting at 10:12 PM.

## **Water Department Report**

The Manager presented the December 2009 Water Department Report. The Water Department Report was approved as presented on a S. McCleaf, J. Blair motion (5-0). The following items were discussed:

- Water usage for the month is currently 42% of the system's capacity
- 15,234,000 gallons of water were produced for the month
- There were no water leaks discovered for the month
- There was one new connection for the month

## **Sewer Department Report**

The Manger presented the December 2009 Sewer Department Report. The sewer department report was accepted as presented on a S. McCleaf, L. Frantz motion (5-0). The following items were discussed:

- Minimum flow at the Treatment Plant for the month was 470,000 gallons per day
- Average flow was 905,000 gallons per day
- Maximum flow was 3,070,000 gallons per day
- There were two new connections for the month

- Maximum Hydraulic EDU's for the plant are 8486
- Total Hydraulic EDU's connected to the system to date are 5514.5
- For planning purposes, the wastewater treatment plant is currently operating at 64.9% of its capacity

The Manager reported he met with Mr. and Mrs. Bloom, residents of Charmian Road. They had contacted the WTMA in response to the letters that were mailed about the proposed Grinder Pump Resolution. The Blooms explained that the sewer was not originally designed by Buchart-Horn to service their house by gravity but they were required to connect to the WTMA system in July, 1984. A grinder pump was installed by the WTMA and a Resolution approved in 1984 by the Board of Directors adopting a Grinder Pump Policy, stating that the WTMA would maintain their grinder pump. The Solicitor explained that the Authority may amend its policy by adoption of a new Resolution. The Manager is updating a new resolution about grinder pump ownership and maintenance that could affect the Blooms' and ten other properties. The Manager will continue to investigate and discuss this at a later date.

### **November and December 2009 Business Reports**

The Manager presented the November and December 2009 Business Reports. The Business Reports were approved as presented on a S. McCleaf, J. Blair motion (5-0). The following items were discussed:

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

S. McCleaf asked the status of moving funds from the PLGIT account to a local bank. The Manager replied the Business Manager has met with several local banks and will present a report at the February 16, 2010 meeting.

### **Ratification of the Bills**

The Ratification of the Bills was approved as presented on a S. McCleaf, L. Frantz motion (5-0).

## **Subdivisions**

**Hamner-** A letter was mailed to C. Rock of the Washington Township Supervisors stating the Hamner subdivision has no impact on the WTMA water or sewer system.

**Nygaard-** - A letter was mailed to C. Rock of the Washington Township Supervisors stating the Nygaard subdivision has no impact on the WTMA water or sewer system.

**Woodring-** A letter was mailed to Mr. Woodring stating WTMA will continue to hold the money order for the Woodring subdivision until construction is completed.

No action was required by the Board for any of these subdivisions.

## **Miscellaneous**

**Authority Magazine-** The Manager briefly discussed the Authority Magazine.

**Waynesboro Borough Authority November 2009 Minutes-** The Manager briefly discussed the Waynesboro Borough Authority November 2009 Minutes.

**ARM Group Presentation at Penn State University-** The Manager reported ARM Group Inc. is asking for permission from the WTMA to give a presentation about the WTMA Well #2 at the 2010 Pennsylvania Water Symposium at the Penn State Conference Center in State College, PA.

The presentation would describe the exploration, drilling, aquifer testing and permitting of this well and will also describe the expected future benefits of the new water supply to Washington Township. The Board gave consensus for ARM Group to give a presentation as long as they take steps to remove specific property location information.

**Fire Hydrant in Blue Ridge Summit-** J. Blair asked the status of a fire hydrant located at the corner of Buena Vista Road and Old Route 16. The Manager replied WTMA tested the hydrant after it was repaired and supplied the information to the Township. Since the hydrants are the responsibility of the Township, he is unsure of the current operational condition, but is was functioning fine at the time of testing.

**S. McCleaf-** S. McCleaf announced his late arrival was due to his wife being in the hospital with health issues.

**Wastewater Treatment Plant Jet Vacuum Truck-** L. Frantz questioned why the Jet Vacuum Truck was called out on Saturday. The Manager replied there was an emergency call in Blue Ridge Summit for a clogged sewer line. There was no clean out at the property line, and the owner had excavated and opened his building sewer at the edge of the right of way. Staff from the wastewater treatment plant cleaned the line from the opening to the main. O. Benchoff, Supervisor of the Wastewater Treatment Plant informed the owner that the WTMA would supply the materials for a cleanout in this instance, but the owner is responsible to install the cleanout.

**Meet With WTMA Staff-** L. Frantz discussed meeting with WTMA Staff during work hours to interact more with some of the staff for educational purposes. There was also a discussion of touring the WTMA water and wastewater system. The Board discussed meeting with some of the staff in March, 2010. The Manager will arrange for a time that works for everyone.

**Act 537 Plan-** E. Gladhill asked if WTMA received a letter from the Washington Township Planning Commission regarding the Special Act 537 Plan. The Manager replied he had received the letter recommending the Supervisors approve the Special Study with one recommended change. The Manager explained that the public comment period ends on February 1<sup>st</sup>. There have been no public comments to date.

**February 2010 Board Meetings-** The Manager reported he will be on vacation February 10 thru February 15, 2010. He will return to work for the February 16, 2010 Board Meeting. The agenda for the 16<sup>th</sup> will include the Water and Sewer quarterly reports, as well as the annual Financial Audit report and several presentations by the Business Manager.

**WTMA Meeting Room Sign-** Chairman F. Eisenhart mentioned that there is a new sign in the front of the Administration Building indicating the location of the Public Meeting Room.

**Water Department 2009 Truck-** Chairman F. Eisenhart questioned why there is no lettering on the new 2009 Water Department Truck. The Manager replied he had asked that it be delayed while he considered possibly adding just the WTMA logo on the side of the truck. The Board agreed that it would be best to have just the WTMA logo on it as well as possibly on all of the vehicles.

### **Adjourn to Workshop**

The Board adjourned to Workshop at 10:52 PM on a S. McCleaf, J. Blair motion (5-0).

### **Complaint Report**

There were no complaints for the month of December 2009.

Chairman F. Eisenhart requested a moment of silence in memory of R. Eigenbrode former WTMA Board Member and Township Supervisor who passed away within the past several weeks.

### **Adjourn**

The Board adjourned at 10:54 PM on a S. McCleaf, J. Blair motion (5-0).

These Minutes were prepared by S. Eck, Administrative Assistant, and respectfully submitted this 2nd day of February, 2010.

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**L. Frantz, Secretary/Treasurer**