

Washington Township Municipal Authority
Business Meeting Agenda
January 28, 2014

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2. Agenda
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4. Water Report
5. Wastewater Report
6. October 2013 Business Report
7. Wastewater Conveyance System Project Update
 - A) Application for Payment #8
8. Blue Ridge Summit Pumping Station
9. Capital Budget
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11. Subdivisions
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14. Reconvene to Regular Meeting
15. Adjourn

Washington Township Municipal Authority
Business Meeting Minutes
January 28, 2014

Chairman F. Eisenhart opened the meeting at 7:20 PM. Others present were E. Gladhill, D. McCarney, A. Geesaman, S. McFarland, and S. Trinh. S. McCleaf was absent.

Business from the Floor

There was no business from the floor.

Agenda

The Agenda was approved, as presented, on an E. Gladhill, D. McCarney (4-0).

Minutes of January 7, 2014

The Minutes of January 7, 2014 were accepted as presented, on an E. Gladhill, A. Geesaman motion (4-0).

Water Report

The Manager presented the December 2013 Water Department Report. The Water Report was accepted as presented on an E. Gladhill, D. McCarney motion (4-0). The following items were discussed:

- The water system was operating at 41% of its capacity during the month
- Water produced for the month was 15,403,000 gallons
- There were two new connections for the month
- There were three leaks discovered during the month

Wastewater Report

The Manager presented the December 2013 Wastewater Department Report. The Wastewater Department Report was accepted as presented on a D. McCarney, E. Gladhill motion (4-0). The following items were discussed:

- Minimum flow for the month was 730,000 gallons per day
- Average flow for the month was 1,122,000 gallons per day

- Maximum flow for the month was 1,820,000 gallons per day
- There was one new connection for the month
- Total Hydraulic EDU's connected to the system to date are 5750.5
- For planning purposes, the Wastewater Treatment Plant is currently at 71% of its capacity

Business Report

The Manager presented the October 2013 Business Report. The Business Report was approved as presented on an E. Gladhill, A. Geesaman motion (4-0). The following items were discussed:

- Water Revenue Report
- Wastewater Revenue Report
- Cash Flow Summary
- Disbursement Summaries
- Tap Fee Detail Report
- Business Updates

Wastewater Conveyance System Project Update

The Manager reported that Sippel has completed replacing the sewer behind the homes on Ivanhoe Drive, and are now working in the spoil site area within Spring Run. The Manager reported he received an email from A. Stottlemeyer, from Franklin County Conservation District, with concern regarding a wetland area close to the construction area. A meeting is scheduled with A. Stottlemeyer, L. Royer, and Sippel Development on Thursday at the site.

Susquehanna Payment Authorization

The Board approved the following Susquehanna Payment Authorization as presented on an E. Gladhill, D. McCarney motion (4-0).

L114 (Wastewater) - Payment of \$584,526.60 to Sippel Development for the Wastewater Conveyance System Project.

Blue Ridge Summit Pumping Station

The Manager reported the ad has been placed on the PennBid website for the Blue Ridge Summit Pumping Station Force Main Replacement. The Manager presented a list of businesses who have viewed the bid documents. A pre-construction meeting is scheduled for February 4, 2014 at the Administration building.

Capital Budget

The Manager presented a draft copy of the 2014 Capital Budget for the Water and Wastewater Departments. The Manager reviewed the amounts he was allocating for each project, and reviewed the projects that were removed as well as some new ones that have been added. He also discussed the target amounts for various projects and the anticipated expenditures for the upcoming year. The Manager will present a final copy of the Capital Budget at the next Board meeting.

Tapping Fees

Robert Fry/F&W Associates - The Manager presented a letter from Kurt Weber, on behalf of F&W Associates. Mr. Weber's letter explained they discovered and repaired a broken flapper in a toilet. The Manager recommended granting the waiver for F&W Associates since they made the repair in a timely manner, and although their usage has only started to come back down, it would be examined during next year's review. The Board agreed with the Manager's recommendation and granted a waiver to F&W Associates on an E. Gladhill, D. McCarney motion (4-0).

Subdivisions

Teeter - The Teeter subdivision met all of the WTMA's Final Approval requirements, and the Manager recommended that the WTMA Board give this subdivision Final Approval. The Board granted Final Approval to the Teeter subdivision on an E. Gladhill, A. Geesaman motion (4-0).

Fil-Tech - The Fil-Tech subdivision met all of the WTMA's Final Approval requirements, and the Manager recommended that the WTMA Board give this subdivision Final Approval. The Board granted Final Approval to the Fil-Tech subdivision on an E. Gladhill, A. Geesaman motion (4-0).

Mongold - A letter was mailed to T. Mongold explaining that the escrow account for the Mongold subdivision expires February 19, 2014, and needs to be increased in accordance with WTMA requirements.

Miscellaneous

WTMA Board/Staff Address List - The Manager presented the WTMA address list with updated addresses, phone numbers, and emails for the Board and WTMA staff.

March 4, 2014 Board Meeting - The Manager reported he will not be in town for the March 4, 2014 Board meeting. After further discussion the Board decided to change the date of the Board meetings for the month of March. The meetings will be changed to March 11 and March 25, 2014.

Water Valve Cover/Damaged Vehicle - The Manager reported that a water valve cover in front of Buchanan Auto flipped up and hit a vehicle causing damage. The Manager spoke to the owner of the vehicle and asked him to submit the claim through his Automobile insurance and provide any out of pocket expenses to the Authority for their consideration. The Manager also explained that R. Eberly is working with LB Water to locate a water valve cover that could be locked to avoid this problem in the future.

Waynesboro Borough Authority Water Loss - E. Gladhill reported that there was an article in the newspaper that the Waynesboro Borough Authority has lost approximately 400,000 gallons of water recently, and they are asking the citizens of Waynesboro to contact the Borough if they see anything suspicious that may be causing the water loss, or notice any leaks.

Monterey Pass Battlefield - E. Gladhill announced that the Monterey Pass Battlefield is listed on Pennsylvania's most endangered historical properties. The Manager informed the Board that he recently received a letter from Pennsylvania Preservation explaining the details. He will send a copy of the letter to the Board.

Deed Correction for the Blue Ridge Summit Pumping Station - S. Trinh asked the Manager if he heard anything from L. Royer for the correction on the deed for the Blue Ridge Summit Pumping Station. The Manager replied he received a new set of plans with the corrections and was waiting for representatives of the Benchoff properties to stop by and sign them.

J. Blair Five Year Appreciation Award - F. Eisenhart asked the Manager if he had decided on what they were doing for J. Blair. The Manager explained he has ordered an award. Chairman F. Eisenhart asked the Manager to contact J. Blair when the award is received, and invite him to a meeting to present the award. The Board also invited J. Blair's mother to the meeting if she would like to attend.

Adjourn to Executive Session

The Board adjourned to Executive Session at 8:31 PM to discuss legal matters and personnel issues on an E. Gladhill, D. McCarney motion (4-0).


Reconvene to Regular Meeting

The Board reconvened to regular meeting at 9:32 PM.

Adjourn

The Board adjourned at 9:33 PM on an E. Gladhill, D. McCarney motion (4-0).

S. Eck, Administrative Assistant, respectfully prepared these Minutes, and submitted on this 4th day of February 2014.


E. Gladhill, Secretary/Treasurer