

Washington Township Municipal Authority  
Business Meeting Agenda  
August 19, 2014

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Washington Township Municipal Authority  
Business Meeting Minutes  
August 19, 2014

Chairman F. Eisenhart opened the meeting at 7:15 PM. Others present were S. McCleaf, E. Gladhill, D. McCarney, and S. McFarland. A. Geesaman was absent.

**Business from the Floor**

There was no business from the floor.

**Agenda**

The Agenda was approved, as presented, on an S. McCleaf, D. McCarney motion (4-0).

**Minutes of August 5, 2014**

The Minutes of August 5, 2014 were accepted as presented, on an S. McCleaf, D. McCarney motion (3-0). F. Eisenhart abstained due to his absence on August 5, 2014.

**Water Report**

R. Eberly, Water Superintendent, presented the July 2014 Water Report. The Water Report was accepted as presented on an S. McCleaf, E. Gladhill motion (4-0). The following items were discussed:

- The water system was operating at 52% of its capacity during the month
- Water produced for the month was 18,563,000 gallons
- Water produced for the quarter was 52,744,000 gallons
- Water sold for the quarter was 31,362,000 gallons
- Unaccounted water for the quarter was approximately 12%
- There were two new connections for the month
- There were three leaks discovered during the month

**Wastewater Report**

E. Wilson, Wastewater Superintendent, presented the July 2014 Wastewater Department Report. The Wastewater 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 700,000 gallons per day
- Average flow for the month was 845,000 gallons per day
- Maximum flow for the month was 1,520,000 gallons per day
- There was one new connection for the month
- Total Hydraulic EDU's connected to the system to date are 5741.5
- For planning purposes, the Wastewater Treatment Plant is currently at 71% of its capacity

E. Wilson spoke to the Board about his concerns with the age of some of the equipment at the Wastewater Treatment Plant. He handed out some information on the equipment he would like to consider replacing and some cost estimates for the work. The Board asked E. Wilson to discuss the proposals with the Manager. The Manager explained he has discussed several of the proposed projects with him, and that he will meet with E. Wilson to discuss the projects further and present a recommendation to the Board soon.

### **Business Report**

J. Garvin, Business Manager, presented the June Business Report, and two different versions of the July Business Report. The Manager explained to the Board he would prefer the Business Report to be laid out in the previous format, for Budget purposes. After further discussion, the Board asked J. Garvin to present her future Business Reports in the format preferred by the Manager for Budget purposes. The June and July Business Reports were approved as presented on an S. McCleaf, E. Gladhill motion (4-0). The following items were discussed:

- Statement of Revenues and Expenses
 

The Business Manager and the Manager discussed two versions of the Statement that had been handed out and the benefits and disadvantages of both related to the differences between accrual and cash accounting. J. Garvin indicated she would be preparing both formats for her information, but after discussion, the Board chose to see the version that more closely reflected cash based accounting.
- Cash Flow Summary
- Bank Balances/Capital Expenditures
- Disbursement Summaries
- Tap Fee Detail Report

- Business Updates

### **Ratification of the Bills**

The Board ratified the bills that were presented on an S. McCleaf, E. Gladhill motion (4-0).

### **Waynesboro Water Service Request**

The Manager presented a letter from R. Hovis, who owns property on South Welty Road, asking the Authority to allow the Borough of Waynesboro to supply public water to his property. The Manager explained that his property has water which has been shown to be contaminated, and the WTMA does not have public water available nearby.

The Manager noted the Borough of Waynesboro has public water available near his property in the Hollengreen subdivision, and recommended the Board grant Mr. Hovis' request to allow the Borough of Waynesboro to serve the property if they are interested. The Board concurred with the Manager's recommendation to allow Mr. Hovis to ask the Borough of Waynesboro to provide public water to his property on an S. McCleaf, E. Gladhill motion (4-0).

### **Wastewater Conveyance System Project Update**

The Manager reported that A. Gehr is working on providing pricing to repair the storm damage in Renfrew Park. He also explained that he had received verbal permission to allow the necessary equipment to be brought in across adjoining properties in order to access the affected areas. He also provided a brief summary to the Board of the remaining areas that need to be restored before closing the project out.

### **Blue Ridge Summit Pumping Station Project**

The Manager presented a copy of the Minutes from a meeting between WTMA and RLS Construction Group held at the Authority's Administration Office, on August 11, 2014 for the Board's review. The Board reviewed the Minutes and discussed the status of the work and their concerns about the project.

### **Subdivisions**

**Susquehanna Trust/Antietam Humane Society** - A letter was mailed to L. Royer informing him that the WTMA Board of Directors granted the waiver request from the Authority's requirement that all newly constructed gravity mains be located at least seven feet below the final surface elevation for the Susquehanna Trust/Antietam Humane Society.

**Pacemaker Press** - A letter was mailed to L. Royer explaining the Board of Directors granted Final Approval for the Pacemaker Press subdivision at their August 5, 2014 Board meeting, pending official written response from the Borough of Waynesboro confirming their ability and willingness to supply water under the Water Purchase Agreement.

**Dunlap** - A letter was mailed to J. Rock explaining that the Construction Bond for the Dunlap subdivision expires October 13, 2014, and needs to be renewed in accordance with WTMA requirements.

**Red Run Center** - A letter was mailed to Encore Developers explaining that the Construction Bond for the Red Run Center subdivision expires October 16, 2014, and needs to be renewed in accordance with WTMA requirements.

**Martin** - A letter was mailed to Mr. Martin explaining that the escrow account for the Martin subdivision expires October 11, 2014, and needs to be increased in accordance with WTMA requirements.

**Woodcrest D4 Lot 3** - A letter was mailed to Green Ridge Farms Inc. explaining that the escrow account for the Woodcrest D4 Lot 3 subdivision expires October 24, 2014, and needs to be increased in accordance with WTMA requirements.

**Miscellaneous**

There were no miscellaneous items to discuss.

**Adjourn**

The Board adjourned at 9:00 PM on an S. McCleaf, E. Gladhill motion (4-0).

S. Eck, Administrative Assistant, respectfully prepared these Minutes, and submitted on this 2nd day of September, 2014.



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E. Gladhill, Secretary/Treasurer