

**Washington Township Municipal Authority
Business Meeting Agenda
April 5, 2016**

1. Business from the Floor
2. Agenda
3. Minutes of March 15, 2016
4. Rolling Hills Realty
5. Engineer's Report
6. WTMA Project Update Report – March 2016
7. Capital Disbursement Authorization
8. Purchase Request Authorization
9. Resolution 16-5
10. Adjourn to Executive Session for Legal Matters
11. Reconvene to Regular Session
12. Miscellaneous
13. Adjourn

Washington Township Municipal Authority
Business Meeting Minutes
April 5, 2016

Chairman F. Eisenhart opened the meeting at 7:15 PM. Others present were S. McCleaf, D. McCarney, A. Geesaman, G. Price, S. Trinh, and S. McFarland.

Business from the Floor

There was no business from the floor.

Agenda

The Agenda was approved on an S. McCleaf, A. Geesaman motion (5-0).

Minutes of March 15, 2016

The Minutes of March 15, 2016 were approved as presented, on S. McCleaf, A. Geesaman motion (5-0).

Rolling Hills Realty

Peggy Denton, a resident of Laurel Acres Trailer Park, was present in the audience. She was accompanied by Merle Holsinger. Ms. Denton wanted to discuss the general situation surrounding the potential termination of water services within the park. Ms. Denton questioned if the Authority knew what the amount of the next water bill will be, to which the Manager replied that it had not been calculated yet. The Manager explained that the Authority suspects there is another leak within the park, which will cause the bill to increase.

Ms. Denton described the events happening within the park involving the collection of funds to pay the water and sewer bill. The Manager inquired whether Ms. Denton had contacted Mid Penn Legal Services. She answered that she had, but she did not qualify for their services. The Solicitor explained that Mid Penn was aware of the situation and prepared to help, saying that they had even contacted bankruptcy counsel.

Ms. Denton presented a letter she and the other tenants had received from the Trustee for Rolling Hills explaining that she was the only authorized person to speak for the entity, and all checks should be made payable to her pending the determination of the ownership of the asset. S. Trinh briefly discussed the concerns about the conflict between the Utility Service Tenants Rights Act, a State Law, and the provisions of a Federal Bankruptcy Law with respect to withholding the water portion from the rent and paying the Authority directly. S. Trinh inquired whether the

Authority could have a copy of the letter because the WTMA's attorney had not been copied by the Trustee, to which Ms. Denton readily agreed.

S. Trinh explained that the Bankruptcy Court had lifted the stay against the bank this morning, allowing them to move forward with foreclosure of the park. Ms. Denton thanked the Authority for sending the letter that it had earlier in the month because no one in the park had any idea that any of the bankruptcy proceedings were occurring at all. Ms. Denton inquired whether the bank would keep the park going, to which the Board explained it had no idea.

Ms. Denton thanked the Board and said she would continue to be in contact as events unfold.

Engineer's Report

The Manager presented the March Engineer's Report. The Engineer's Report was accepted as presented on an S. McCleaf, G. Price motion (5-0). The following items were discussed:

Water

- No activity

Sewer

- Blue Ridge Summit Pumping Station Replacement

The Manager told the Board that a preconstruction meeting with HRI had been held earlier in the day, and briefed the Board on the plan for construction.

- Wastewater Conveyance System Upgrades
- Miscellaneous Professional Services

The Manager explained the need for a Water Quality Management Permit in order to replace the bar screen at the Wastewater Treatment Plant, which he has directed GHD to begin working on.

- Development Reviews

WTMA Project Update Report

The Manager reviewed the activities on various WTMA projects for the Month of March. They include:

Old Forge Road – The final homes on Calimer Drive have been connected to the sewer

BRS Pumping Station Upgrades – The bid was awarded to HRI Construction. They have supplied a schedule of values and a Schedule and Sequence Detail, which the Manager provided to the Board. Notice to Proceed was issued by GHD.

Wastewater Conveyance System Upgrades – No activity. Still awaiting a post construction visit by the Army Corps of Engineers.

Miscellaneous Sewer Projects – No activity.

Development of Sewer Use / Industrial Pretreatment Ordinance – No activity.

Inflow and Infiltration Reduction - The Manager provided the Board with a report on the activities for the month from A. Zeigler, Project Supervisor. The Manager also presented a plan prepared by A. Zeigler outlining the steps that will be taken to reduce I&I in Blue Ridge Summit. The Manager discussed purchasing a camera and smoke testing with the Board.

Capital Disbursement Authorization

The Manager presented Capital Disbursement Authorization WW-163 in the amount of \$12,419.53 to GHD for work done on the Blue Ridge Summit Pump Station Replacement project. Capital Disbursement Authorization WW-163 was approved on an S. McCleaf, D. McCarney motion (5-0).

Purchase Request Authorization

The Manager presented a purchase request authorization from the Water Department for \$7,312.58 to replace the mechanical seals at Green Ridge. The Manager explained the work had already been done by AR&E on an emergency basis. The purchase request was approved after the fact on an S. McCleaf, A. Geesaman motion (5-0).

Resolution 16-5

The Manager presented Resolution 16-5 to destroy certain records in accordance with Act 428 of 1968. The Manager explained that each time the Authority wants to destroy records, it must be approved by a new Resolution, and it has been four or five years since the WTMA last did this. The Board agreed and adopted Resolution 16-5 on an S. McCleaf, A. Geesaman motion (5-0).

Adjourn to Executive Session

The Board adjourned to Executive Session to discuss Legal Matters at 8:04 PM on an S. McCleaf, A. Geesaman motion (5-0).

Reconvene to Regular Session

The Board reconvened to regular session at 8:22 PM.

Miscellaneous

The Manager presented the Minutes from the February 16, 2016 Waynesboro Borough Authority meeting.

He also presented the Board with a brochure for a training session to be held for three days in May, and expressed interest in attending. He explained that it would fall on a Tuesday that there would normally be a Board meeting. The Board discussed moving the meeting and encouraged the Manager to attend, also suggesting that R. Eberly, Water Superintendent, may want to attend as well.

Chairman Eisenhart inquired about the Union response to the uniform issue concerning shorts. The Manager explained that the Union had supported the change with the restrictions outlined by the Manager.

Adjourn

The Board adjourned at 8:28 PM on an S. McCleaf, A. Geesaman motion (5-0).

Sean McFarland, Manager, respectfully prepared these Minutes, and submitted on this 19th day of April, 2016.


D. McCarney, Secretary/Treasurer