

**Washington Township Municipal Authority
Business Meeting Agenda
May 24, 2016**

1. Business from the Floor
2. Agenda
3. Minutes of May 3, 2016
4. April 2016 Water Report
5. April 2016 Wastewater Report
6. Capital Disbursement Authorization WW-167
7. April 2016 Business Report
8. Ratification of the Bills
9. Adjourn to Executive Session – Legal Matters
10. Reconvene to Regular Session
11. Miscellaneous
12. Adjourn

Washington Township Municipal Authority
Business Meeting Minutes
May 24, 2016

Chairman F. Eisenhart opened the meeting at 7:15 PM. Others present were S. McCleaf, D. McCarney, G. Price, S. McFarland and S. Trinh. R. Eberly, E. Wilson and J. Garvin were also present.

Business from the Floor

There was no Business from the Floor.

Agenda

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

Minutes of May 3, 2016

The Minutes of May 3, 2016 were approved as presented on an S. McCleaf, G. Price motion (4-0).

April 2016 Water Report

R. Eberly, Water Superintendent, presented the April 2016 Water Report. He reviewed the water report with the Board and reported the following:

- The water system was operating at 48% of its capacity during the month
- Water produced for the month was 17,722,000 gallons and for the quarter was 52,320,000 gallons
- Unaccounted for water for the quarter was approximately 20%
- There were no new connections for the month of April
- There was one leak discovered and repaired during the month. R. Eberly explained it was the largest leak loss he has ever calculated and was all attributable to a very significant leak at the intersection of Route 16 and Charmian Lane and described several aspects of the leak to the Board

R. Eberly also described some of the maintenance work that has been done during the month, including rebuilding an 8" check valve and the repair of a grounding issue at one of the stations. He reviewed a boil water notice that was issued due to the leak he described earlier, as well as several other items. The Water Report for April, 2016 was accepted as presented on a S. McCleaf, D. McCarney motion (4-0).

April 2016 Wastewater Report

E. Wilson, Wastewater Superintendent, presented the April 2016 Wastewater Report. The following items were discussed:

- Minimum flow for the month was 650,000 gallons per day
- Average flow for the month was 801,000 gallons per day
- Maximum flow for the month was 1,000,000 gallons per day
- There were two new connections, bringing the total for the year to 12.
- Total Hydraulic EDU's connected to the system to date are 5829.5
- For planning purposes, the Wastewater Treatment Plant remains at 72% of its capacity

E. Wilson discussed some of the sources of inflow and infiltration, including through the pick holes of manholes during and after rains. He described how the placement of derbies can reduce that flow, and showed the Board plastic derbies that the Wastewater Department are fabricating. He described the cost saving of fabricating them instead of purchasing pre-made derbies.

E. Wilson explained that there was over 600,000 gallons of biosolids applied to the fields, and that the WTMA accepted some biosolids from Quincy Township, which offset our hauling costs. He also covered some of the other maintenance items including several manholes that were raised or repaired, some repairs to the alum tank at the plant, and a repair to a manhole on Gehr Road.

S. McCleaf questioned the status of Inflow and Infiltration work being done in Blue Ridge Summit. E. Wilson explained that much of that will be on the next report, but did review some of the work that has taken place since the end of April.

The Wastewater Report for the Month of April was accepted as presented on an S. McCleaf, G. Price motion (5-0).

A. Geesaman arrived to the meeting at 7:40 PM.

Capital Disbursement Authorization

The Manager presented Capital Disbursement Authorization WW-167 in the amount of \$7,516.50, payable to GHD for work done on the Blue Ridge Summit Pump Station. The Board approved Capital Disbursement Authorization WW-167 on an S. McCleaf, A. Geesaman motion. (5-0)

April 2016 Business Report

J. Garvin, Business Manager, presented the April 2016 Business Report. The following items were reviewed:

- Statement of Revenues and Expenses
- Bank Balances / Capital Expenditures
- Actual vs Budget: Quarter 2
- Disbursement Summaries
- Tap Fee Detail Report
- Business Updates

J. Garvin and S. McFarland explained several values in the reports that some members of the Board had inquired about and reviewed the sources of some of the variances in the 6 month comparison of actual revenue and expenses compared to those that had been budgeted for. The April 2016 Business Report was accepted on an S. McCleaf, A. Geesaman motion (5-0).

Ratification of the Bills

The Board reviewed and approved the Ratification of the bills for the month of April as presented on an S. McCleaf, A. Geesaman motion (5-0).

Adjourn to Executive Session

The Board adjourned to Executive Session to discuss Legal Matters at 8:12 PM on an S. McCleaf, G. Price motion (5-0).

Reconvene to Regular Session

The Board reconvened to regular session at 8:40 PM.

Miscellaneous

The Manager presented the Minutes from the Waynesboro Borough Authority meeting from April 19, 2016. He also presented a brochure for the Pennsylvania Municipal Authority Association annual conference to be held in Pittsburgh.

The Manager discussed the Board's tradition of touring some of the Authority's sites in the spring or fall prior to a meeting and questioned whether the Board wanted to continue this practice and if they had any specific sites they would like to see. After discussion, the Board decided they would like to see the Blue Ridge Summit Pump Station due to the upcoming work


to be done there, and the Manager suggested seeing some of the water facilities on the way back from Blue Ridge Summit. The decision was made to meet at 6:00 PM, prior to the June 7th meeting. The Manager will advertise the meeting in advance.

S. McCleaf inquired about the upcoming DEP public hearing regarding the TCE contaminated area. F. Eisenhart inquired whether people were notified or if it was going to be advertised. The Manager explained he was not sure, but that he is planning on attending the hearing and will gather information at that time.

Adjourn

The Board adjourned at 8:45 PM on an S. McCleaf, D. McCarney motion (5-0).

Sean McFarland, Manager, respectfully prepared these Minutes, and submitted on this 7th day of June, 2016.


D. McCarney, Secretary/Treasurer