

**Washington Township Municipal Authority
Business Meeting Agenda
September 20, 2016**

1. Business from the Floor
2. Agenda
3. Minutes of September 6, 2016
4. August 2016 Water Report
5. August 2016 Wastewater Report
6. August 2016 Business Report
7. Ratification of the Bills
8. Engineer's Report
9. Subdivision Update
10. Adjourn to Executive Session – Legal Matters
11. Reconvene to Regular Session
12. Miscellaneous
13. Adjourn

**Washington Township Municipal Authority
Business Meeting Minutes
September 20, 2016**

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

Business from the Floor

There was no Business from the Floor.

Agenda

The Agenda was approved as presented on a D. McCarney, G. Price motion (3-0).

Minutes of September 6, 2016

The Manager asked the Board to closely review the section of the Minutes regarding the Board's previous discussion about the change to the Authority's health insurance. He explained that he and a representative from Benecon would be meeting with the WTMA staff the next morning to review the new plan with them. After reviewing them, the Minutes of September 6, 2016 were approved on a D. McCarney, G. Price motion (3-0).

August 2016 Water Report

The Manager presented the August 2016 Water Report. He reviewed the monthly water report with the Board and reported the following:

- The water system was operating at 47% of its capacity during the month
- Water produced for the month was 19,875,000 gallons
- There were no new connections for the month of August
- Three leaks were discovered in the system. They were located at the Washington Township Boulevard pressure reducing valve (PRV), Gates Lane and Lovell Lane.

The Manager discussed some of the additional maintenance and repair work, including having Aqua Tech back to do the balance of the leak detection from earlier in the summer. He explained that they are scheduled to come back in the late fall. He briefly discussed some training that the staff had attended for repairing PRVs. There was some discussion with the Board about the risks involved with maintaining and repairing PRVs that are normally located within confined spaces. The Board inquired about safety measures that the staff take while working on them.

The Manager discussed some changes that the Authority will be making at the Bubbling Springs facility that will allow it to purchase caustic in bulk as opposed to individual barrels which will result in cost savings on each delivery. He also explained that J. Schorn has reviewed and updated the water department's Emergency Response Plan.

S. McCleaf inquired about the status of the hydrants within the Township. The Manager explained that he had received a visit from the hydrant manufacturer regarding a recall, but he had directed the manufacturer to the Township to meet with J. Geesaman since the Township is responsible for maintaining them.

The Water Report for August, 2016 was accepted as presented on a D. McCarney, G. Price motion (3-0).

August 2016 Wastewater Report

The Manager presented the August 2016 Wastewater Report. The following items were discussed:

- Minimum flow for the month was 680,000 gallons per day
- Average flow for the month was 797,000 gallons per day
- Maximum flow for the month was 1,050,000 gallons per day
- There were two new connections, bringing the total for the year to 19.
- Total Hydraulic EDU's connected to the system to date are 5836.5
- For planning purposes, the Wastewater Treatment Plant remains at 72% of its capacity

The Manager briefly reviewed some of the comments and maintenance items on the report, including the start of a new staff member, some of the painting that is being done at the plant, and the preparation for the replacement of one of the remaining grinder pumps that the Authority maintains. The Board inquired why the Authority maintained any of them in the first place, and the Manager reviewed the history with them.

The Wastewater Report for the Month of August was accepted as presented on a G. Price, D. McCarney motion (3-0).

August 2016 Business Report

The Manager presented the August 2016 Business Report. The following items were reviewed:

- Statement of Revenues and Expenses
- Bank Balances / Capital Expenditures

- Capital Disbursement Summaries
- Tap Fee Detail Report
- Business Updates

The Manager discussed the status of the Blue Ridge Summit Pump Station project as part of the Capital Disbursement Summary review, explaining that ground has been broken, the new wet well was installed and HRI is beginning to form up the footer for the new pad. He informed the Board that he has engaged a third party inspection agency to inspect and test the bearing load of the stone base and the concrete that will be poured on site due to the amount of fill material at the site. He also discussed a meeting that he, the Project Supervisor and the Wastewater Superintendent had with the manufacturer of a system used to seal and repair leaking manholes.

The Manager covered some of the items on the Business Manager's Business Updates, including a demo that is scheduled with a utility billing company and briefly reviewed some of the ongoing problems the staff is having with the current program and vendor.

The June 2016 Business Report was accepted on a G. Price, D. McCarney motion (3-0).

Ratification of the Bills

The Board reviewed and approved the Ratification of the Bills for the month of August as presented on a G. Price, D. McCarney motion (3-0).

Engineer's Report

Water

- No activity

Sewer

- Blue Ridge Summit Pumping Station Replacement

GHD continued with construction phase services, and construction began September 12th.

- Miscellaneous Professional Services

There is still no action by DEP on the WTMA's NPDES permit renewal. A Water Quality Management permit was issued for the bar screen replacement.

There was no activity on the Industrial Pretreatment Program during the month.

The Engineer's Report was adopted on a D. McCarney, G. Price motion (3-0).

Subdivision Update

There was no Board action required for subdivisions.

Adjourn to Executive Session

The Board adjourned to Executive Session to discuss Legal matters at 8:12 PM on a G. Price, D. McCarney motion (3-0).

Reconvene to Regular Session

The Board reconvened to regular session at 8:35 PM.

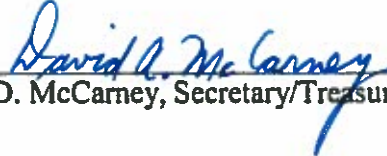
Miscellaneous

There was nothing to report under miscellaneous.

Adjourn

The Board adjourned at 8:36 PM on a G. Price motion, D. McCarney (3-0).

Sean McFarland, Manager, respectfully prepared these Minutes, and submitted on this 4th day of October, 2016.


D. McCarney, Secretary/Treasurer