

**Washington Township Municipal Authority**  
**Business Meeting Minutes**  
**March 15, 2022**

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**Washington Township Municipal Authority  
Business Meeting Minutes  
March 15, 2022**

Chairman D. McCarney called the meeting to order at 7:15 PM. Also in attendance were Board members D. Parks, A. Geesaman, S. McCleaf and D. McLaughlin. Manager S. McFarland and S. Trinh, Solicitor were also present.

**Business from the Floor**

Noting there was no Business from the Floor, the Chairman moved on to the Agenda.

**Agenda**

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

**Minutes of March 1, 2022**

The Board reviewed and approved the Minutes of the March 1, 2022 meeting on an S. McCleaf, A. Geesaman motion (5-0).

**February 2022 Water Report**

The Manager presented the January 2022 Water Report. He reported that:

- Water produced for the month was 20,131,000 gallons.
- He reported that estimated loss from flushing, fire service and the Authority's blow-offs for the month was 1,325,000 gallons.
- He reported on the leak that was discovered and repaired on Old Route 16, noting that tank levels responded immediately and several sources that had been running continuously are now shutting off for several hours each day. S. Trinh noted her water pressure has increased since the repair. The Manager noted the leak had probably been occurring for some time, but finally surfaced and was repaired. He noted there was another large leak located earlier that morning but it was on the customer side of the meter, they requested the service be shut off and it was scheduled to be repaired the following day.
- He noted there was one new water connection for the month. He explained the Authority had received a small order of meters and had replaced all of the 'jumpers' that had been placed in the system but they have all been used and the WTMA is installing jumpers again. He noted that there is an active order for 200 meters placed several months ago, but there has been no word on when they might be delivered.

The February 2022 Water Report was approved on an S. McCleaf, D. McLaughlin motion (5-0).

### **February 2022 Wastewater Report**

The Manager presented, and the Board reviewed, the February 2022 Wastewater report. He reported that:

- Minimum flow for the month was 710,000 gallons per day.
- Average flow for the month was 1,150,000 gallons per day.
- Maximum flow for the month was 2,060,000 gallons per day.
- He noted that rainfall at the WWTP plant for the month was 2.57 inches which was responsible for the higher monthly flows.
- He noted that the biosolids inventory was at 33%. He explained that they had received a request from Quincy Township to take some of their Biosolids but the determination was that we could not to not do so because the storage space will be used when the time comes to land-apply.
- There were two new connections for the month. The Manager commented that he and the staff are watching the available hydraulic EDUs, explaining that no upgrades are needed or recommended, but they are watching it as building continues to increase.
- For planning purposes, the Wastewater Treatment Plant remains at 76% of its maximum capacity.

The February 2022 Wastewater Report was approved on an S. McCleaf, D. McLaughlin motion (5-0).

### **Engineer's Report**

The Manager presented the Engineer's Report.

He reported that GHD continues work on the Tapping Fee EDU analysis for water. He explained that P. Boggs will be attending the second meeting in April.

The Manager commented on the Water Line Upgrade project. He explained that with the proposed route finalized, permitting work will begin. He reported the wetland delineation has been completed.

He also reported on a meeting he had with the Township and West Penn Power. He explained that three phase power will need to be supplied to the new pump station and the meeting was held to discuss the best path to get it there. There was additional discussion regarding the project about the various routes and whether the lines would be above or below ground. The Manager advised the

Board on the final route that was chosen and that West Penn's engineers will start working on their end. There was discussion about cost-sharing with the Township if they received a benefit.

The Engineer's Report was accepted on an A. Geesaman, D. McLaughlin motion (5-0).

### **February 2022 Business Report**

The Manager presented the February 2022 Business Report. The following items were reviewed:

- Statement of Revenues and Expenses
- Bank Balances / Capital Expenditures
- Disbursement Summaries
- Tap Fee Detail Report
- Business Updates

The Manager expanded on a few items in the Business Updates briefly and thanked the members that were able to attend the luncheon earlier that day.

The Business Report for February 2022 was accepted on an A. Geesaman, S. McCleaf motion (5-0).

### **Ratification of the Bills**

The Board reviewed the Ratification for February 2022 and had no questions about any specific expenses. The Board approved the Ratification of the Bills for the month of February 2022 as presented, on an A. Geesaman, S. McCleaf motion (5-0).

### **Miscellaneous**

The Manager presented the Authority Magazine. .

He also asked the Board's opinion regarding annual evaluations, reporting he had not done them yet this year and inquired whether the Board would like them done and whether they would like to do his. He also discussed changing the format for annual evaluations. After discussion, the Board determined they would like to have them completed again in the existing format for consistency and the Manager will schedule an Executive Session at the next meeting for them to do his.

The Board commented on the luncheon earlier that day and thanked the staff for coordinating it.

### **Executive Session – Legal Matters**

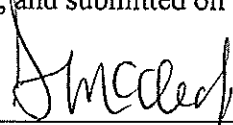
The Board adjourned to Executive Session to discuss legal matters regarding anticipated Union discussions at 7:44 PM on an S. McCleaf, A. Geesaman motion (5-0).

The Board reconvened to regular session at 9:45 PM.

**Adjourn**

Having no other business, the Board adjourned at 9:46 PM on an S. McCleaf, D. Parks motion (5-0).

Sean McFarland, Manager, respectfully prepared these Minutes, and submitted on this 5<sup>th</sup> Day of April, 2022.

  
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S. McCleaf, Secretary/Treasurer