MINUTES

WEST MANCHESTER TOWNSHIP AUTHORITY

August 21, 2025

The regular monthly meeting of the Board of the West Manchester Township Authority was called to order in the offices of the Shiloh Water Authority on August 21, 2025 at 7:00 pm by Chairman James Bentzel. Also present were Mr. Williams, Mr. Thomassy, Ms. Smith and Mr. Woodmansee, as well as Mr. Horvatinovic, WMTA; and Diana Young, Engineer. Attorney Baranski, Solicitor, was present through ZOOM.

PUBLIC COMMENT, QUESTIONS: There were no public comments.

MINUTES: Minutes of the July 17, 2025 meeting were reviewed.

A **MOTION** was made by Mr. Thomassy to approve the minutes of July 17, 2025 as presented. The motion was seconded by Mr. Williams. Motion was approved 5-0.

TREASURER'S REPORT:

Mr. Thomassy reviewed the July 2025 Monthly Financial Report.

Cash:

Checking Account Balance:	**7/01/2025**		**$1,160,513.83**
Account Balances	7/**31/2025**		
PNC Money Market		$ 1,177,326.10	
PNC Checking		$ 31,117.00	$1,208,443.10
Escrow Funds			$ 68,380.76
Available Balance	**7/31/2025**		**$ 1,140,062.34**

Capital Reserve Fund

PLGIT Balance	7/**01/2025**		**$ 925,990.63**
Interest		**14,105.62**	
Purchases		**--**	
Fees		**--**	
PLGIT Balance	**7/31/2025**		**$ 940,096.25**

AUGUST 2025 Profit/Loss

Income:

Cellular Tower Rental	$ 8,892.25
Water Revenue	$ 96,814.45

Penalty	$ 602.08		
Interest	$ 34.14		
Refund SRBC	$ 4,812.00		
Total Income:			$ 111,154,92
Total Expenses:			$ 95,102.20
Net Income/(Loss):		**7/31/2025**	**$ 16,052.72**

MOTION was made by Mr. Williams and seconded by Mr. Woodmansee to approve the Treasurer's report as presented. **MOTION** was approved 5-0.

MANAGER'S REPORT:

The Manager had been on vacation and just arrived that day and had no report, but said that the Consumer Confidence report was approved and is on the Authority's website.

ENGINEER'S REPORT:

1) The SRBC permit was received.
2) Ms. Young forwarded comments to the developer of the proposed Baker Road subdivision in May and continues to wait for a response.
3) The revised application for the well 6 pump replacement and well 4/5 contact pipe is ready and will be submitted once it is signed by the Authority Manager.

SOLICITOR'S REPORT: Attorney Baranski reported that the only topic for his report is the offer to purchase the leases from a firm that acquires such leases and that topic is on the Agenda under "New Business".

UNFINISHED BUSINESS:

a. **DISCUSSION TOPICS:**

i. **Transition Planning:** No new information.

ii. **Building Modifications:** Mr. Williams reported Ms. Smith had overseen the installation of landscaping next to the office. The Board agreed that it looked very nice. Mr. Williams had not yet received pricing to replace the old ceiling and lights, but had received a bid to sand blast and paint three steel doors at the office and the well house. The Board agreed to use the contractor and pricing that he recommended.

iii. **Lead connection survey:** Mr. Horvatinovic had no new information.

iv. **Plans for Water System expansion project(s):** There has been no new information received from the proposed developer of the Baker Rd vacant land. The Board discussed the possible extension of lines down Baker Rd., but the consensus was to wait until more information is available regarding the developer's plans and schedule.

v. **Action to implement contract to add valves to existing hydrants:** Mr. Woodmansee suggested that the hydrant valve project be managed by Steve Smith to provide more project experience as part of his training to eventually become Manager. He also suggested that Mr. Smith negotiate a price with Gingerich Landscaping and Excavation for marking lines when he is overwhelmed by orders for marking. He suggested that the hourly rate negotiated for marking be approved by the Board. Mr. Bentzel asked Mr. Horvatinovic to work with Gingerich to complete the projects bid and accepted 22 months ago. Mr. Woodmansee also suggested that the next round of 5 hydrants in the Board's long range plan to add shut-off valves be developed so that they can also be bid.

UNFINISHED BUSINESS:

a. **FLOOD PLAIN PROJECTS OFF THORNBRIDGE RD:** There was no action with the proposed second easement agreement and the Board's feelings were that the project would not be completed and the easement would not be needed.

NEW BUSINESS:

a. **WATER SERVICE AREA EXPANSION: MOTION** was made by Mr. Thomassy and seconded by Mr. Williams to table action on the Baker Rd. water service expansion project until more information is available from property owners in the Baker Rd area. MOTION was approved 5-0.

b. **OFFER TO PURCHASE AUTHORITY'S TELECOM LEASES:** The Board discussed the sale of current telecom leases. Mr. Thomassy described various parts of the proposed sale, including the future interest earnings that could be achieved from money received in the sale; whether or not a rate increase would be necessary to replace those interest earnings in the operating budget; and the effects of not controlling the antenna replacement and maintenance which might be owned by the new lease owners. **MOTION** by Mr. Thomassy and second by Ms. Smith to table the action on the sale of leases until the proposed buyers provide a description on how management of the antennas would be handled. Motion was approved 5-0,

OTHER BUSINESS:

APPRECIATION DINNER: Mr. Bentzel polled the Board to determine the best date for the yearly Appreciation Dinner. He will discuss the dates with the Wyndham Gardens and report back to the Board.

PA MUNICIPAL AUTHORITIES CONFERENCE: Chairman Bentzel stated that he would be attending the annual Municipal Authorities Conference in Bethlehem, Pa.

REVIEW OF PUMPING RECORDS: Pumping records were presented and reviewed.

PAYMENT OF JULY BILLS: Bills received since the last meeting were reviewed. **MOTION** was made by Mr. Bentzel and seconded by Mr. Williams to approve bills through August 21, 2025 totaling $166,669.84.

MOTION was approved 5-0.

ADJOURNMENT:

The meeting was adjourned at 8:30 pm by Chairman Bentzel.

Respectfully submitted,

W. Lee Woodmansee, Secretary