

MINUTES

WEST MANCHESTER TOWNSHIP AUTHORITY

December 15, 2022

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 December 15, 2022 at 7:08 pm. Mr. Bentzel participated through Zoom. Mr. Williams, Mr. Hamme, and Mr. Woodmansee were present as were Mr. Horvatinovic, WMTA; and Ms. Young, Engineer. Atty. Baranski participated through Zoom. Mr. Javitt was absent.

PUBLIC COMMENT, QUESTIONS:

There were no public comments

MINUTES:

A **MOTION** was made by Mr. Hamme and seconded by Mr. Williams to approve the minutes of November 17, 2022 as presented. Motion passed 4-0.

TREASURER'S REPORT:

Mr. Bentzel read the Treasurer's report in Mr. Javitt's absence:

Checking Account Balance:	11/1/22	\$510,115.87
Receipts:		
Cellular Tower Rental		\$ 8,303.13
Water Revenue		\$ 124,834.12
Penalty		\$ 948.12
Interest		\$ 80.64
Total Income:		\$ 134,166.01
Expenses:		\$ 35,411.45
Checking Account Balance:	11/30/22	\$612,312.56
Escrow Funds Held:		\$ 17,687.03
Available Balance:		\$594,625.53
Capital Reserve Fund:		
PLGIT Beginning Balance:	11/1/22	\$818,634.54
Interest		\$ 469.35
PLGIT Ending Balance:	11/30/22	\$819,103.89

A **MOTION** was made by Mr. Williams and seconded by Mr. Hamme to approve the Treasurer's report as presented. Motion was approved 4-0.

MANAGER'S REPORT:

Mr. Horvatinovic is still testing an "iPad mini" to see if it will perform better than other brands.

He is still waiting to see what types/brands of trucks will be available through the "Co-Stars" program.

A gate valve only was installed on the hydrant at 1975 Normandie Dr.

Because of the very long wait time for new hydrants, 6 more hydrants have been ordered.

Mr. Horvatinovic described the lack of progress being made on the Haviland Rd. sewer line installation.

The Authority staff and Gingerich Excavation worked with a representative of Dover Township to attempt to determine, without success, the depth of our pipes near the pump at the Little Conewago Conservation Area.

Motion by Woodmansee, seconded by Hamme, to not allow any expenditures; spend staff time; or allow other entities to dig on or near our water lines until and unless the Authority meets with the appropriate parties to determine how the project affects the Authority and grants permission for work to be done and/or funds to be expended. Motion was approved 4-0.

ENGINEER'S REPORT:

Ms. Young again described possible project funding made possible by "COVID monies" and future infrastructure monies and suggested that the Board consider what, if any, projects should be considered for funding. As examples, she cited undersized lines and replacement of sections of transite pipe.

SOLICITOR'S REPORT:

Attorney Baranski stated that he had not yet met with Mr. Horvatinovic to assure that the proposed regulations are in conformity with the procedures presently used by the Authority. Once that comparison is complete, the new set of regulations will be submitted to the Board for its adoption.

Attorney Baranski also reported that AT&T, through "Smartlink", has submitted plans but no escrow fees for changes to their antennas on the Locust Lane elevated tank. He will notify them to present the check so that the Engineer can review the plans.

He also stated that January will still be the earliest for any court hearing regarding the payments due from Clearwire/T-Mobile for the antennas on the Trimmer standpipe.

UNFINISHED BUSINESS:

a. DISCUSSION TOPICS:

Transition Planning: Chairman Bentzel stated that the Billing printing and mailing procedures have not yet been reviewed with Mr. Horvatinovic and Mr. Smith.

b. 2023 OPERATING BUDGET.

Motion was made by Williams and seconded by Woodmansee to adopt the 2023 Operating Budget. Motion was approved 4-0.

c. 2023 CAPITAL BUDGET.

Motion was made by Woodmansee, and seconded by Williams to adopt the 2023 Capital Budget with the costs by year for inspecting the Locust Lane Tank and painting the Locust Lane Tank as presented having their years reversed in the budget. Motion was approved 4-0

NEW BUSINESS:

a. 2023 STAFF SALARIES:

Motion was made by Williams, seconded by Hamme to increase permanent staff salaries by 4% across the board for 2023. Motion was approved 4-0.

b. TRUCK PURCHASE:

Motion made by Williams and seconded by Bentzel to authorize Mr. Horvatinovic to pursue the purchase of a truck through the "Co-Stars" program and report back to the Board as possible truck types and costs are known. Motion was approved 4-0.

c. FILLING BOARD VACANCIES:

Motion made by Mr. Bentzel and seconded by Mr. Hamme to recommend that Scott Thomassy be named by the Board of Supervisors to fill the 5 year term being vacated by Mr. Hamme effective January 1, 2023 and to submit two other names for the Board to choose from to complete the unexpired term of Mr. Javitt. Motion was approved 4-0.

OTHER BUSINESS:

The Board reviewed the pumping records and water usage for the previous month. There was a discussion on the effect of rainfall shortages on the height of the water table. Mr. Horvatinovic stated that the unaccounted for water was level at about 8%.

- a. PAYMENT OF BILLS:** Bills were reviewed and a **MOTION** was made by Mr. Hamme and seconded by Mr. Bentzel to approve bills totaling \$81,090.02. The motion was approved 4-0.

ADJOURNMENT:

Motion to adjourn by Mr. Hamme and seconded by Mr. Williams. Motion was approved 4-0.

Meeting was adjourned at 9:20 PM.

Respectfully submitted,

W. Lee Woodmansee, Secretary