

## MINUTES

### WEST MANCHESTER TOWNSHIP AUTHORITY

June 19, 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 June 19, 2025 at 7:00 pm by Chairman James Bentzel. Also present were Mr. Woodmansee, and Ms. Smith as well as Mr. Horvatinovic, WMTA; Diana Young, Engineer; and Atty. Baranski, Solicitor. Members Mr. Thomassy and Mr. Williams were absent.

**PUBLIC COMMENT, QUESTIONS:** There were no public comments.

**MINUTES:** Minutes of the May 15, 2025 meeting were reviewed.

A **MOTION** was made by Mr. Bentzel and seconded by Ms. Smith to approve the minutes of the Meeting of May 15, 2025 as presented. **MOTION** was approved 3-0.

#### **TREASURER'S REPORT:**

In the absence of Mr. Thomassy, Mr. Bentzel reviewed the May 2025 Monthly Financial Report.

#### **Cash:**

<b>Checking Account Balance:</b>	<b>5/01/2025</b>		<b>\$1,106,521.11</b>
Account Balances	<b>5/01/2025</b>		
PNC Money Market		\$ 1,154,936.79	
PNC Checking		\$ 26,557.00	\$1,181,493.79
Escrow Funds			\$ 68,380.76
<b>Available Balance</b>	<b>5/31/2025</b>		<b>\$ 1,113,113.03</b>

#### **Capital Reserve Fund**

PLGIT Balance	<b>5/01/2025</b>		<b>\$ 920,979.08</b>
Interest		<b>\$2546.82</b>	
Purchases		--	
Fees		--	
<b>PLGIT Balance</b>	<b>5/31/2025</b>		<b>\$ 923,525.90</b>

#### **MAY 2025 Profit/Loss**

#### **Income:**

Cellular Tower Rental	\$ 8,892.25
Water Revenue	\$ 128,451.84

Penalty	\$	1,776.77
Interest	\$	149.65

Total Income: \$ 139,270.51

Total Expenses: \$ 73,860.25

**Net Income/(Loss): 5/31/2025 \$ 65,410.26**

**MOTION** was made by Mr. Woodmansee and seconded by Ms. Smith to approve the Treasurer's report as presented. **MOTION** was approved 3-0.

#### **MANAGER'S REPORT:**

- 1) Mr. Williams and Mr. Williams met with Mr. Shank to review the possibility of extending a water line to his property. Gingerich Construction provided the Authority with an estimate of the cost to install a water line to the edge of Mr. Shank's property.
- 2) G-Works, the new billing system software owner, continues to not meet with Mr. Horvatinovic.
- 3) Mr. Horvatinovic attended a one call safety day at the York Fairgrounds.
- 4) The water heater in the office is defunct and Mr. Horvatinovic suggested a tankless heater. After a Board discussion, it was decided to install a half size gas unit.
- 5) The second quarter PFAs tests were ruined by the lab and will be redone.
- 6) Mr. Horvatinovic is waiting to hear from the Fire Chief as to when firemen can assist with flushing hydrants.
- 7) Work has been completed on this year's Consumer Confidence Report which is due on July 1 and is being reviewed by DEP prior to posting.
- 8) Mr. Horvatinovic will begin including descriptions of work being done by the Assistant Manager in his future monthly reports.

#### **ENGINEER'S REPORT:**

- 1) The SRBC permit was submitted in August, 2024 and comments received on January 28 of this year and responded to on February 6. Requested documents will soon be uploaded to their website.
- 2) Ms. Young has forwarded comments to the developer of the proposed Baker Road subdivision is waiting for a response.
- 3) A step drawdown was performed on Well 6; an analysis is being done on the results; the pump replacement will be sized to reflect the test; and the application will be re-submitted to PADEP.

**SOLICITOR'S REPORT:** Attorney Baranski reported that he had received no response from the company which has offered to purchase the Authority's telecom leases.

#### **UNFINISHED BUSINESS:**

##### **a. DISCUSSION TOPICS:**

- i. **Transition Planning:** Mr. Bentzel reported that he been reviewing the ACH procedure with the staff to find ways to streamline it.

- ii. **Building Modifications:** the forming is in place to pour concrete in front of the meeting room and extending to the office door. Board and staff had questions on the walk design.
- iii. **Staff Training:** Mr. Woodmansee stated that he had no new dates for proposed training.
- iv. **Lead Service Inventory:** Mr. Horvatinovic reported that there has been nothing new.
- v. **Plans for Water System expansion project(s):** The board discussed the construction estimate for a pipe installation to Mr. Shank's property. The cost seems too high to allow construction of the piping described. Mr. Bentzel stated that he had opened discussion with the Township regarding a possible mandatory connection ordinance. The Board, staff, and Engineer discussed routes, costs, and possibilities of main extensions in the Baker and Taxville road areas; the impact of the two possible subdivisions on such a project; and other possible future growth in the area.

#### **UNFINISHED BUSINESS:**

- a. **INVENTORY OF LEAD CONNECTIONS:** There was no action on the inventory of lead service connections.
- b. **FLOOD PLAIN PROJECTS OFF THORNBRIDGE RD:** There was no action with the proposed second easement agreement.

#### **NEW BUSINESS:**

- a. **WATER SERVICE AREA EXPANSION:** There was no action.
- b. **OFFER TO PURCHASE AUTHORITY'S TELECOM LEASES:** There was no new information from the possible buyer and questions remain unanswered. No action was taken

#### **OTHER BUSINESS:**

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

**PAYMENT OF JUNE BILLS:** Bills received since the last meeting were reviewed. **MOTION** was made by Mr. Woodmansee and seconded by Ms. Smith to approve bills through June 17, 2025 totaling \$79,439.88. **MOTION** was approved 3-0.

**YEARLY FACILITIES INSPECTION:** Chairman Bentzel reminded the Board members of the Annual Facilities Tour to be held on June 23 at 6:00 PM.

#### **ADJOURNMENT:**

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

Respectfully submitted,

W. Lee Woodmansee, Secretary