

MINUTES

WEST MANCHESTER TOWNSHIP AUTHORITY

March 20, 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 March 20, 2025 at 7:00 pm by Chairman Bentzel. Present were Mr. Bentzel, Mr. Thomassy, Mr. Williams, and Mr. Woodmansee, as well as Mr. Horvatinovic, WMTA, Atty. Baranski, Solicitor and Roger Helwig, Buchart-Horn Engineer filling in for Diana Young. Melissa Smith was absent.

PUBLIC COMMENT, QUESTIONS: There were no public comments.

MINUTES: Minutes of the February 20, 2025 minutes were reviewed.

A **MOTION** was made by Mr. Williams and seconded by Mr. Thomassy to approve the minutes of the Meeting of February 20, 2025 as presented. **MOTION** was approved 4-0.

TREASURER'S REPORT:

Mr. Thomassy reviewed the February 2025 Monthly Financial Report.

Cash:

| | | |
|----------------------------------|------------------|------------------------|
| Checking Account Balance: | 2/01/2025 | \$1,051,518.13 |
| Account Balances | 2/28/2025 | |
| PNC Money Market | \$ 1,055,864.48 | |
| PNC Checking | \$ 27,236.00 | \$1,083,100.48 |
| Escrow Funds | | \$ 68,380.76 |
| Available Balance | 2/28/2025 | \$ 1,014,719.72 |

Capital Reserve Fund

| | | |
|----------------------|------------------|----------------------|
| PLGIT Balance | 2/01/2025 | \$ 904,136.44 |
| Interest | | \$1,634.37 |
| Purchases | | -- |
| Fees | | -- |
| PLGIT Balance | 2/28/2025 | \$ 905,770.81 |

FEBRUARY 2025 Profit/Loss

Income:

| | |
|-----------------------|-------------|
| Cellular Tower Rental | \$ 8,892.25 |
|-----------------------|-------------|

| | | | |
|----------------------------|------------------|------------|---------------------|
| Water Revenue | \$ | 125,127.87 | |
| Penalty | \$ | 1,707.39 | |
| Interest | \$ | 113.07 | |
| Refund | \$ | 682.98 | |
| Total Income: | | | \$ 136,523.56 |
| Total Expenses: | | | \$ 101,236.05 |
| Net Income/(Loss) : | 2/28/2025 | | \$ 35,287.51 |

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

MANAGER'S REPORT:

- 1) The pump at Well #8 did not start when checked the previous week. There is a question as to whether or not DEP will require a "Pitless Adaptor" at the site.
- 2) G-Works, the new billing system software owner, has scheduled a meeting with Mr. Horvatinovic in the following week.
- 3) The annual Facilities Report was submitted the previous week.
- 4) Mr. Horvatinovic's new operator's license has been received.
- 5) Meters are being read, but Mr. Horvatinovic is looking into using a phone or small tablet, as the present tablets simply are not working well.
- 6) Pictures are still being received from customers showing their water lines.
- 7) The Board discussed the hydrant valve upgrade project. The bid for the project was approved in October 2023. Mr. Horvatinovic stated that five valves were installed on hydrants, but not on the hydrants actually in the bid documents. The Board asked him to check with the successful bidder to see if their bid price was still valid and report back.
- 8) The Authority received new PFA test kits from EPA. EPA wants the Authority to test only the wells in regular use. We will also re-test in September.

ASSISTANT MANAGER'S REPORT:

- 1) Damaged fire hydrants at Cedar/Derry and Esbenshade/Birch have been repaired – after valves for the hydrants were repaired.
- 2) Valve boxes damaged by plows over the winter were repaired.
- 3) Marked over 40 complex PA One Call tickets for the "GloFiber" cable build.
- 4) Installed new meters and replaced noisy check valves in customers' facilities.

ENGINEER'S REPORT:

- 1) Roger Helwig stated that the SRBC permit application was submitted in August 2024 and SRBC recently requested proof of the public notice.
- 2) Plans for proposed replacement of undersized mains are waiting review by Mr. Horvatinovic

SOLICITOR'S REPORT: There were no new actions by the Solicitor.

UNFINISHED BUSINESS:

a. DISCUSSION TOPICS:

- i. **Transition Planning:** No report
- ii. **Building Modifications:** Mr. Williams and Ms. Smith suggest that the corrective work be limited to replacing 2 bad sections of concrete walkway; adding landscaping adjacent to the building; and add a mail slot/dropbox in the pump room door. The Board agreed.
- iii. **Records destruction:** Mr. Horvatinovic sees no problems with getting records destroyed by May 31.
- iv. **Staff Training:** Mr. Woodmansee stated that there was no change in possible courses for the staff, but they usually become available in the spring.
- v. **Lead Service Inventory:** Mr. Horvatinovic reported that there has been no reply from DEP on additional comments he made on the inventory.
- vi. **Plans for Water System expansion project(s):** Mr. Woodmansee reported that there was no new information from the development on Taxville Rd.

NEW 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 second easement agreement.
- c. **WATER SERVICE AREA EXPANSION:** Mr. Woodmansee suggested that the Board develop a "sketch plan" showing where water lines would be constructed in the future. Chairman Bentzel described a meeting that he and Mr. Horvatinovic had with the developer of a newly proposed subdivision on Baker Rd. The builder was told of the location of the nearest water line to the development on Sunset Lane. In addition, Mr. Bentzel described a second possible connection point that Mr. Horvatinovic was recommending through Golden Estates -- the development across the road from the newly proposed development. No one on the Board thought that a new line on Baker Rd, -- serving existing houses on wells -- should be built and owners required to connect to the water system. No action was taken on this question.

OTHER BUSINESS:

REVIEW OF PUMPING RECORDS: Pumping records were presented and reviewed

PAYMENT OF FEBRUARY/MARCH BILLS: Bills received since the last meeting were reviewed. **MOTION** was made by Mr. Williams and seconded by Mr. Thomassy to approve bills through March 20, 2025 totaling \$59,522.32. **MOTION** was approved 4-0.

ADJOURNMENT:

The meeting was adjourned at 8:37 pm by Chairman Bentzel.

Respectfully submitted,

W. Lee Woodmansee, Secretary