

March 31, 2021

The regular monthly meeting of the West Manchester Township Authority was held virtually via Zoom on March 31, 2021 at 8:03 pm. The meeting was also broadcast on the West Manchester Township Authority-Shiloh Water System Facebook page. Mr. Bentzel, Mr. Javitt, Mr. Williams, Mr. Hamme, and Mr. Woodmansee were present. Also attending were Ms. Diana Young, Engineer; Mr. John Baranski, Solicitor; Mr. John Horvatinovic and Mr. Steve Smith, WMTA.

Mr. James Bentzel, Jr., Chairman opened the meeting at 8:06 pm.

A **MOTION** was made by Mr. Hamme and seconded by Mr. Bentzel to approve the minutes of the February 24, 2021 Authority meeting. Motion carried unanimously.

Treasurer's Report:

Mr. Javitt gave the Treasurer's Report:

Checking Account Balance:	2/1/21	\$607,066.05
Receipts:		
Cellular Tower Rental		\$ 7,641.77
Water Revenue		\$ 83,817.21
Penalty		\$ 937.35
Interest		\$ 52.73
Total Income:		\$ 92,449.06
Expenses:		\$ 39,777.24
Checking Account Balance:	2/28/21	\$625,557.85
Escrow Funds Held:		\$ 20,576.90
Available Balance:		\$604,980.95
Capital Reserve Fund:		
PLGIT Beginning Balance:	2/1/21	\$1,111,915.25
Interest		\$ 15.23
Purchases		
Fees		
PLGIT Ending Balance:	2/28/21	\$1,111,930.48

A **MOTION** was made by Mr. Williams and seconded by Mr. Woodmansee to approve the Treasurer's report as presented. Motion carried unanimously.

Solicitor Baransky stated that Clearwire has not paid its rent for antennas on our Trimmer tank for 2 months and is in default of the lease. A **MOTION** was made by Mr. Williams, seconded by Mr. Javitt to authorize the Solicitor to send a “notice of default” letter to Clearwire. Motion was approved unanimously.

Manager’s Report:

Mr. Horvatinovic gave his report. He described progress in getting trees removed by the parking lot; the hard drive update; and that a meter reader has been found to allow the Authority to have a full crew for the next readings. Work continues on developing the list of hydrants without shut-off valves, with no new problems with hydrant shutoffs found; and the list showing the location of all curb stops in the system. Lawco has installed new meters in wells # 1 and 8 with the next meter calibrations due in March 2023 when 6 meters are due.

On March 3, the motor at Well 7 stopped running. A new, larger replacement pump will be installed and the well is expected to be back in service by April 16, 2021.

A new “Sensaphone” monitoring system has been installed on Well 7. Training on its use and features will be done in the near future.

On March 29, the process to drain the tank at Ridings Way began in preparation for the tank rehab work. Draining the tank is expected to take about 6 days. K&K Painting expects to begin its work on the site by April 7, 2021.

Mr. Horvatinovic told the Board that the Authority now had an unlimited cell phone plan for \$80.00/mo.

The total due from all customers effective 3/31/21 was \$24,342.00

Engineer’s Report:

Ms. Young noted that Verizon still has not posted the necessary bond/escrow to perform work on their antennas attached to the Locust Lane elevated tank. No action was taken on the request by Verizon to install new antennas on the tank.

Ms. Young stated that the last work items on the arc flash analysis will be completed once the work has been completed on wells 4/5 and 9 and final panel labels are applied.

The site visits were done for the “Risk and Resilience Assessment and Emergency Response Plan” and the first draft of the study is being completed for submission to the Board.

Solicitor’s Report:

Attorney Baranski reported on the Escrow requirements for TeleCom work at our facilities. He stated that a his research showed that a resolution was properly passed and signed in 2019 to set up a procedure for escrow funds being put in place before any telecom companies perform work on our facilities.

UNFINISHED BUSINESS:

Discussion topics: Reports and/or discussion had been held on the Deerford Way tank rehab; the hydrant upgrade plan; Water level probe in well #6; the risk/resilience study; curb stop inventory; and the Sunset Lane Tank sheriff's sale. Mr. Williams stated that the project engineer for the building project expects to file for permits in the next week. In response to Chairman Bentzel's question, Mr. Woodmansee stated that the revised web site was completed and that Minutes and Agendas are being posted on a regular basis and a notice of the work on the Deerford Way tank will also be placed on the web site.

NEW BUSINESS:

Steven Smith salary increase: Chairman Bentzel stated that he had discussed Steve Smith's salary increase for his recent certification as a Water Operator with Mr. Williams and Mr. Javitt and the group had agreed that a 5% increase was appropriate and could be supported by the budget. **MOTION** by Mr. Woodmansee and second by Mr. Hamme to award a 5% salary increase, effective immediately, to Steve Smith. The motion passed unanimously.

OTHER BUSINESS:

Mr. Horvatinovic told the Board that the Authority now had an unlimited cell phone plan for \$80.00/mo.

PAYMENT OF BILLS:

The Board reviewed the bills presented for payment. **MOTION** made by Mr. Williams and seconded by Mr. Hamme to pay bills totaling \$46,474.86. The motion carried unanimously

ADJOURNMENT:

MOTION to adjourn made by Mr. Hamme and seconded by Mr. Williams. Motion carried unanimously.

Respectfully submitted,

Lee Woodmansee, Secretary