

MINUTES

WEST MANCHESTER TOWNSHIP AUTHORITY

May 15, 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 May 15, 2025 at 7:00 pm by Chairman James Bentzel. Also present were Mr. Thomassy, Mr. Williams and Mr. Woodmansee, as well as Mr. Horvatinovic, WMTA, and Diana Young, Engineer. Atty. Baranski, Solicitor attended through ZOOM while member Melissa Smith was absent.

PUBLIC COMMENT, QUESTIONS: Mr. and Mrs. Jeffrey Shank were in attendance to discuss progress on plans to extend water lines to their property on Taxville Rd. Mr. Shank showed on a map where the Authority could extend a water line to the edge of their property. The Board and Engineer described the other proposed developments in the area as well as a survey being prepared which will help determine the public water needs of the existing homes in the area which could affect the Authority's plans to extend or not extend water lines on Baker Road. Mr. Shank stated that he will keep in touch and attend future meetings to stay up to date with expansion plans.

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

A **MOTION** was made by Mr. Williams and seconded by Mr. Thomassy to approve the minutes of the Meeting of April 17, 2025 as presented. **MOTION** was approved 4-0.

TREASURER'S REPORT:

Mr. Thomassy reviewed the April 2025 Monthly Financial Report.

Cash:

Checking Account Balance:	4/01/2025	\$1,058,549.64
Account Balances	4/01/2025	
PNC Money Market	\$ 1,081,521.11	
PNC Checking	\$ 25,000.00	\$1,106,521.11
Escrow Funds		\$ 68,380.76
Available Balance	4/30/2025	\$ 1,038,140.35

Capital Reserve Fund

PLGIT Balance	4/01/2025	\$ 907,568.20
Interest		\$13,410.88
Purchases		--
Fees		--

PLGIT Balance 4/30/2025 \$ 920,979.08

APRIL 2025 Profit/Loss

Income:

Cellular Tower Rental	\$	8,892.25
Water Revenue	\$	100,752.23
Penalty	\$	971.64
Interest	\$	93.96
Refund	\$	1,192.55

Total Income: \$ 111,902.63

Total Expenses: \$ 38,777.88

Net Income/(Loss): 4/30/2025 \$ 73,124.75

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 was inspected by I. B. Able and an internal adjustment was made which should take care of the existing problem.
- 2) G-Works, the new billing system software owner, continues to not meet with Mr. Horvatinovic.
- 3) 20 homes will have their yearly tests for lead and copper between June 1 and September 30th.
- 4) Mr. Horvatinovic is waiting to hear from the Fire Chief as to when firemen can assist with flushing hydrants.
- 5) Meters are being read, but Mr. Horvatinovic is still using tablets, not cell phones as the minutes stated last month.
- 6) William Reichart should be on-site on the following Tuesday to install the test pump at well #6.
- 7) Work has not been completed on this year's Consumer Confidence Report which is due on July 1.

ENGINEER'S REPORT:

- 1) Ms. Young reviewed comments that she will be submitting to the developer of the 40+ acre property on Baker Rd. She will be suggesting an extension on Baker Rd for the full length of the proposed new houses; adding a needed r/w; and adding an additional fire hydrant.
- 2) The grant application for line replacement has been submitted.
- 3) PA DEP permit application for the Well 6 pump replacement has been denied and Ms. Young is working with a well driller to provide information needed to gain approval.

SOLICITOR'S REPORT: There was no Solicitor's report because of a drop in the Zoom call.

UNFINISHED BUSINESS:

a. DISCUSSION TOPICS:

- i. **Transition Planning:** No report
- ii. **Building Modifications:** Mr. Williams and Ms. Smith suggest that the corrective work to replace 2 bad sections of concrete walkway be completed before adding landscaping adjacent to the building. The Board agreed. Prices are also being sought to sand blast and paint existing doors.
- iii. **Records destruction:** Mr. Horvatinovic stated that the records are NOT ready for destruction and the matter would have to be tabled.
- iv. **Staff Training:** Mr. Woodmansee stated that he had no new dates for proposed training.
- v. **Lead Service Inventory:** Mr. Horvatinovic reported that there has been nothing new.
- vi. **Plans for Water System expansion project(s):** Ms. Young's report on new development(s) was noted.

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:** The Board discussed progress on the questionnaire and it was agreed that we needed to move forward to assist Mr. Shank in making his development plans and to assist the Authority in making its expansion plans. Mr. Horvatinovic stated that he had the list of properties and a letter to be provided to affected home owners for their input. The Board also asked Mr. Horvatinovic to ask Gingerich for a rough estimate of what the cost would be to install a waterline in Baker Rd from the existing hydrant to where Mr. Shank's property accesses Baker Rd.
- b. **OFFER TO PURCHASE AUTHORITY'S TELECOM LEASES:** Because of the Zoom call drop, Mr. Baranski had no report on the status of the proposed purchase of the existing telecom leases. **MOTION** was made by Mr. Williams, seconded by Mr. Thomassy to table action on the proposed sale of cell site leases. Motion adopted 4-0.
- c. **RESOLUTION 2025-2, AUTHORIZING DESTRUCTION OF PUBLIC RECORDS UNDER THE TERMS OF THE PENNSYLVANIA RECORDS RETENTION ACT:** Mr. Horvatinovic stated that he had not reviewed the files to be listed on the Board resolution to allow for their destruction. **MOTION** by Mr. Thomassy, second by Mr. Williams, to table resolution to approve destruction of public records. Motion adopted 4-0.

OTHER BUSINESS:

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

PAYMENT OF MAY BILLS: Bills received since the last meeting were reviewed. **MOTION** was made by Mr. Williams and seconded by Mr. Thomassy to approve bills through May 15, 2025 totaling \$72,110.10. **MOTION** was approved 4-0.

ADJOURNMENT:

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

Respectfully submitted,

W. Lee Woodmansee, Secretary