

MINUTES

WEST MANCHESTER TOWNSHIP AUTHORITY

November 17, 2021

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 November 17, 2021 at 8:03 pm. Mr. Bentzel, Mr. Javitt, Mr. Woodmansee, Mr. Williams, and Mr. Hamme were present. Also attending were Ms. Diana Young, Engineer; Mr. John Baranski, Solicitor; and Mr. John Horvatinovic, WMTA and Steve Smith, WMTA on Zoom.

MINUTES:

A **MOTION** was made by Mr. Hamme and seconded by Mr. Javitt to approve the minutes of October September 29, 2021 as presented. Motion passed unanimously.

PUBLIC COMMENT, QUESTIONS:

There were no public comments or questions.

TREASURER'S REPORT:

Mr. Javitt read the Treasurer's report:

Checking Account Balance:	10/1/21	\$430,714.51
Receipts:		
Cellular Tower Rental		\$ 4,829.32
Water Revenue		\$ 86,858.53
Penalty		\$ 422.04
Interest		\$ 32.77
Misc.		\$ 310.40
Total Income:		\$ 92,453.06
Expenses:		\$ 78,275.16
Checking Account Balance:	10/30/21	\$401,824.93
Escrow Funds Held:		\$ 18,645.31
Available Balance:		\$383,179.62
Capital Reserve Fund:		
PLGIT Beginning Balance:	10/1/21	\$1,112,039.83
Interest		\$ 17.17
PLGIT Ending Balance:	10/30/21	\$1,112,057.00

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

MANAGER'S REPORT:

Hydrant power washing will be done in April. The tank is expected to be drained by the end of the week, November 19.

One call success percentage was 100%. Mr. Horvatinovic complimented Mr. Smith who does the markings for the system.

Gingerich Contractors will do some small excavations at the base of the poles in the pole barn garage to determine if the poles need be replaced or repaired.

Mr. Horvatinovic completed a 6 credit water system education program today, November 17.

Robert Brooks will be reviewing the Emergency Response Plan as it relates to computer in the Authority office.

ENGINEER'S REPORT:

Ms. Young noted that Verizon still had 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 breaker settings were changed. If there are no problems in the next few days, the new labels will be attached. This is the final step in the process.

Buchart-Horn is still working on the draft of the emergency response plan

SOLICITOR'S REPORT:

Attorney Baranski reported that there has been no substantive change in the Clearwire suit, except that Clearwire is now stating that Mr. Lyons is responsible for all payments.

UNFINISHED BUSINESS:

Discussion topics:

There were no updates beyond those in the Manager and Engineer's reports regarding The Deerford Way rehab project; the garage repair project; the curb stop ID project; or the Trimmer standpipe legal action.

Transition Planning: Mr. Bentzel stated that he rode with Mr. Smith for a day to become more acquainted with his duties. He stated that there are a lot more Pa One-Calls than he had expected. Next he would "shadow" Mr. Horvatinovic to also gain more insight into his job duties.

2022 water rate increases: Mr. Bentzel and the staff had sent letters to all customers in the system reminding them that an increase in water consumed in 2022 will occur as a result of actions taken in 2018. A **MOTION** was made by Mr. Bentzel and seconded by Mr. Williams to re-state that because of the rate increase

approved in 2018, the water rates would increase to \$21.00 per unit and to \$2.50/1000 gallons used per quarter on January 1, 2022.

NEW BUSINESS:

Hydrant Agreement: Mr. Bentzel led a discussion on the lack of an increase in yearly rates to provide the Township with fire hydrants in the Shiloh area. A **MOTION** was made by Mr. Hamme and seconded by Mr. Williams to request that West Manchester Township enter into negotiations to modify our current agreement with the Township and request a fee of \$100 per hydrant, per year for fire protection.

2022 Operating Budget: Mr. Javitt presented a first draft of the operating budget for 2022. He pointed out increases in costs and some decreases in revenues and how it would affect the 2022 budget. The Board discussed the budget figures and Mr. Javitt stated that he would bring a final recommended 2022 operating budget to the Board at the meeting of December 15, 2021 for final approval.

2022 Capital Improvements Budget: Mr. Javitt also presented a draft 2022 Capital for Board review. A number of suggestions were made regard the purchase year for a pick-up; when studies and tank re-painting would occur; and both new meter installations and the continued project to add valves on hydrants which had never had valves installed. Mr. Javitt stated that he would bring a final budget to the Board at the December 15 meeting for approval based on the Board recommendations.

OTHER BUSINESS:

The Board reviewed the pumping records and water usage for the month. The monthly water usage for October was, like September, the lowest usage on record for that month.

Bills were reviewed and Mr. Hamme made a **MOTION** to approve payment of bills totaling \$37,624.66. The motion was seconded by Mr. Williams. Motion carried unanimously.

ADJOURNMENT:

MOTION to adjourn made by Mr. Williams and seconded by Mr. Hamme. Motion carried unanimously. Meeting was adjourned at 10:45 PM.

Respectfully submitted,

W. Lee Woodmansee, Secretary