

## MINUTES

### WEST MANCHESTER TOWNSHIP AUTHORITY

September 18, 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 September 18, 2025 at 7:02 pm by Chairman James Bentzel. Also present were Mr. Williams, Mr. Thomassy, and Mr. Woodmansee, as well as Mr. Horvatinovic, WMTA; Diana Young, Engineer; and Attorney John Baranski, Solicitor. Ms. Smith was not in attendance.

**PUBLIC COMMENT, QUESTIONS:** Paul Sonn, water system customer, was in attendance to follow a meeting of the Authority. He had no questions or statement(s).

**MINUTES:** Minutes of the August 21, 2025 meeting were reviewed.

A **MOTION** was made by Mr. Williams to approve the minutes of August 21, 2025 as presented. The motion was seconded by Mr. Thomassy. Motion was approved 4-0.

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

Mr. Thomassy reviewed the August 2025 Monthly Financial Report.

#### **Cash:**

|                                  |                  |                 |                        |
|----------------------------------|------------------|-----------------|------------------------|
| <b>Checking Account Balance:</b> | <b>8/01/2025</b> |                 | <b>\$1,208,443.10</b>  |
| Account Balances                 | <b>8/31/2025</b> |                 |                        |
| PNC Money Market                 |                  | \$ 1,184,818.66 |                        |
| PNC Checking                     |                  | \$ 26,967.00    | \$1,211,785.66         |
| Escrow Funds                     |                  |                 | \$ 68,380.76           |
| <b>Available Balance</b>         | <b>8/31/2025</b> |                 | <b>\$ 1,143,404.90</b> |

#### **Capital Reserve Fund**

|                      |                  |                   |                      |
|----------------------|------------------|-------------------|----------------------|
| PLGIT Balance        | <b>8/31/2025</b> |                   | <b>\$ 940,096.25</b> |
| Interest             |                  | <b>\$3,305.09</b> |                      |
| Purchases            |                  | --                |                      |
| Fees                 |                  | --                |                      |
| <b>PLGIT Balance</b> | <b>8/31/2025</b> |                   | <b>\$ 943,401.34</b> |

#### **AUGUST 2025 Profit/Loss**

#### **Income:**

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

|                           |    |                  |                     |
|---------------------------|----|------------------|---------------------|
| Water Revenue             | \$ | 120,890.20       |                     |
| Penalty                   | \$ | 1,378.17         |                     |
| Interest                  | \$ | 91.75            |                     |
| Total Income:             |    |                  | \$ 131,252.37       |
| Total Expenses:           |    |                  | \$ 70,290.20        |
| <b>Net Income/(Loss):</b> |    | <b>8/31/2025</b> | <b>\$ 60,962.17</b> |

**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. Because of personnel changes and some spotty performance by Control Systems, Mr. Horvatinovic decided to begin working with another provider.
2. The transducer at Well 9 has been damaged and will be replaced.
3. The Shiloh system pumped an unusual amount of water in August, so Fluid Conservation Technologies was requested to review our system and check for leaks. A leak was found and repaired at the intersection of Loucks and Kotur rds. The repair has made a noticeable difference.
4. The Manager reported that he had an accident in the Authority's truck. He was backing up the driveway by the office and backed into another truck. Damage to the Authority vehicle was \$5,867.00.
5. He discussed purchasing a tankless water heater for the office. The Board restated that it wants a small standard water heater.
6. The Manager stated that the sandblaster who scoured the doors before painting them did a horrible job, leaving sand and grit in both pump houses. The Board agreed that the contractor will not be paid until the mess is cleaned up.
7. G-Works still has not met with staff.

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

- 1) The paperwork for the addition of the chlorine contact pipe project was reviewed by the Board. The Engineer will re-submit the paperwork to DEP.
- 2) Ms. Young recommended approval of the "Willingness to Serve" letter regarding the proposed 65 lot development on Baker Road.
- 3) Ms. Young also submitted a new system wide water supply map for the board and staff's review. The Board agreed to review the plan, looking for errors, and asked the Manager to do the same.

**SOLICITOR'S REPORT:** Attorney Baranski stated that the only item on his report is the possible sale of the Authority's telecom leases and he would review that topic when the agenda item was discussed.

#### **UNFINISHED BUSINESS:**

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

- i. **Transition Planning:** No new information.

- ii. **Building Modifications:** Mr. Williams that his review of the possible replacement of the office ceiling and lighting systems could cost about \$6,800. The scope of the project was discussed, including the possibility of replacing the existing bathrooms and counter as part of the project, and if the office itself would be cleaned up and made more presentable if the project is undertaken.
- iii. **Lead connection survey:** Mr. Horvatinovic had no new information.
- iv. **Plans for Water System expansion project(s):** The next step in expanding the Authority's system was the "Willingness to Serve" paperwork which would have to be submitted to DEP for the project to go forward. This was an action item scheduled for "New Business"
- v. **Status of October 2023 hydrant valve project:** Mr. Horvatinovic stated that he had not yet determined what, if any, hydrant valves had been replaced under this contract.
- vi. **Status of 2025 hydrant valve project:** Mr. Horvatinovic stated that he had not identified the possible hydrants to be included in the new, 2025 valve replacement project.
- vii. **One-Call agreement pricing for extraordinary One-Call requests:** The Board will review this pricing at the next meeting.

#### **UNFINISHED BUSINESS:**

There was no Unfinished Business.

#### **NEW BUSINESS:**

- a. **OFFER TO PURCHASE AUTHORITY'S TELECOM LEASES:** The Solicitor described discussions with Towerpoint; the offer which it made; and the possible actions that the Board could take. A **MOTION** was made by Mr. Woodmansee and seconded by Mr. Thomassy to table action on the sale and direct the Solicitor to request references from other Authorities who have sold their leases to Towerpoint and to ask for any other information which the Solicitor deemed important. The motion was approved 4-0.
- b. **DEVELOPER WATER CAPACITY LETTER: MOTION** by Mr. Bentzel and seconded by Mr. Thomassy to approve a "willingness to serve" letter regarding the 65 lot "Hunter Creek" development on Baker Rd. The motion was approved 4-0.

#### **OTHER BUSINESS:**

**APPRECIATION DINNER:** Mr. Bentzel announced that the "Appreciation Dinner" date was changed to October 11.

**PA MUNICIPAL AUTHORITIES CONFERENCE:** Chairman Bentzel described the Municipal Authorities Conference in Bethlehem, Pa. that he attended.

**REVIEW OF PUMPING RECORDS:** Pumping records were presented and reviewed. Mr. Horvatinovic pointed out the flow and pumping changes which resulted from finding the system leak. Water usage rates have returned to prior, normal levels.

**PAYMENT OF AUGUST BILLS:** Bills received since the last meeting were reviewed. **MOTION** was made by Mr. Williams and seconded by Mr. Thomassy to approve bills through September 18, 2025 totaling \$43,928.50.

**MOTION** was approved 4-0.

**ADJOURNMENT:**

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

Respectfully submitted,

W. Lee Woodmansee, Secretary