

MINUTES

WEST MANCHESTER TOWNSHIP AUTHORITY

September 21, 2023

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 21, 2023 at 7:02 pm. Mr. Bentzel, Mr. Thomassy, Ms. Smith, Mr. Williams and Mr. Woodmansee were present as were Mr. Horvatinovic, WMTA, Ms. Young, Engineer, and Atty. Andrew Miller, Acting Solicitor.

PUBLIC COMMENT, QUESTIONS: There were no public comments

MINUTES OF AUGUST 17, 2023:

A **MOTION** was made by Mr. Thomassy and seconded by Mr. Williams to approve the minutes of the August 17, 2023 meeting as presented. MOTION passed 5-0.

TREASURER’S REPORT:

Mr. Thomassy reviewed the August, 2023 Monthly Balance report.

Checking Account Balance:	8/1/23	\$ 647,431.96
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Receipts:

Cellular Tower Rental	\$ 10,676.17
Water Revenue	\$ 108,313.69
Penalty	\$ 1,729.29
Interest	\$ 276.09

Total Income:	\$ 120,995.75
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Expenses:	\$ 76,673.75
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Checking Account Balance:	8/31/23	\$ 689,601.93
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Escrow Funds Held:	\$ 77,764.11
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Available Balance:	\$ 611,837.82
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Capital Reserve Fund:

PLGIT Beginning Balance:	8/1/23	\$ 845,493.01
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Interest	\$ 1372.92
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PLGIT Ending Balance:

8/31/23

\$ 846,865.93

MOTION was made by Mr. Woodmansee and seconded by Mr. Williams to approve the Treasurer's report as presented. Motion was approved 5-0.

MANAGER'S REPORT:

No change on the Ridings Way tank.

Light on Trimmer tank is out.

Tilson Technologies will be picking up the extraneous items left behind on the antenna removal and it is expected that they will remove the brackets left behind.

The meter at Well #7 continues to run slowly, then quit working. It is still under warranty. L. B. Water will repair it but it may take several months. LAWCO had a replacement and it was ordered

The meter at well #1 also quit working. If LAWCO can't fix it the pump will be returned to Rockwell.

Mr. Horvatinovic described his attempts to sell the old pick-up truck. The negotiations continue.

David Bryant will not be able to continue reading meters. A replacement is being sought.

The list of hydrant valves to be installed in the next round of improvements has been completed and sent to three bidders for quotes. Results should be available at the next meeting.

A leak occurred just previous to the meeting. Because of it, Mr. Horvatinovic found that a valve on Carlisle Rd does not work and will be repaired.

ENGINEER'S REPORT:

Ms. Young was absent due to an illness.

Mr. Woodmansee stated that Dover Township's large flood plain construction project on the Little Conewago Creek has been approved and will affect 3 Township well sites. He said that he had reported this to Ms. Young.

SOLICITOR'S REPORT:

Attorney Miller, filling in for Attorney Baranski, stated that he had no report regarding the lawsuit against Clearwire involving unpaid lease payments. He did present a proposed resolution to the Board regarding the storage of vehicles and personal property on or in Authority owned property.

MOTION to adopt Resolution #2023-4 restricting the use of township owned property for storage of personal property with the exception that when personnel are using Authority vehicles on business after regular work hours was made by Mr. Thomassy, seconded by Mr. Williams and approved 5-0.

V. UNFINISHED BUSINESS:

a. DISCUSSION TOPICS:

- i. **Transition Planning:** Mr. Bentzel stated that he had not been able to find a time when all Authority members could attend a meeting to review the positions and duties after staff retirements. He listed the following dates and asked if Board Members could attend a meeting. He asked that they check their calendar and let him know. The dates were September 29, and October 6, 16, and 17. Saturday mornings would also work if Board Members wanted to meet then.
- ii. **Records review and disposal:** Mr. Horvatinovic stated that he continues to gather old records that can be disposed of and will bring the information on the next batch bound for destruction to the Board and Solicitor for approval to dispose.
- iii. **Possible building modifications:** Mr. Williams has received bids to renovate garage space into a meeting room and asked that action on this project be taken at the next meeting. He also described what he proposed be done in the proposed meeting room.
- iv. **Truck disposition:** Mr. Horvatinovic is continuing the process of selling the truck.
- v. **Lead and Copper Rule Revisions:** Mr. Horvatinovic had no update.
- vi. **Private use of Authority property:** The proposed resolution regarding the private use of the public space owned by the Authority was reviewed.
- vii. **Payroll Outsourcing:** No discussion,

VI. NEW BUSINESS:

- a. **MOTION TO AWARD BIDS FOR CONSTRUCTION OF A MEETING ROOM IN THE EXISTING GARAGE:** Mr. Williams detailed the process that he had gone through to find builders to construct a meeting room in what was now a section of the Garage. Three bids were received: Turnkey Properties, a bid of \$14,230.00; Kevin Weaver Building and Remodeling, a bid of \$22,850.00; and Tito Painting and Home Improvement, a bid of \$30,924.67. Mr. Williams further explained that he had called Turnkey properties a number of times; left messages; and had visited their business address a number of times. In every case he was unable to talk to anyone connected to the bidder about the project, insurance, and other details of the job. He stated that he was recommending that the Board name Kevin Weaver Building as the lowest responsible bidder. **MOTION** was made by Mr. Woodmansee to name Kevin Weaver Building as the lowest responsible bidder and award the contract to construct a meeting room in the garage to Kevin Weaver Building at a price of \$22,500 with Authority staff doing necessary demolition work on the project. The motion was seconded by Mr. Williams and approved 5-0.
- b. **MOTION TO INCREASE THE WATER RATES FOR ALL CUSTOMERS.** Board members discussed the increased cost of providing water, including increased water sampling costs; huge costs to paint the water tanks both inside and out; and the

need to set monies aside to replace current water pipes which are estimated to cost between \$800,000 and \$1,000,000 per mile of pipe. **MOTION** made by Mr. Williams and seconded by Ms. Smith to increase water rates for all customers to a base rate of \$24 per quarter plus \$2.80 per 1000 gallons of water used by each customer beginning with water used on December 1, 2023

There was no other new business.

VII. OTHER BUSINESS:

- a. **REVIEW OF PUMPING RECORDS:** The Board reviewed the pumping records and water usage for the previous month. Discussion centered on the local drought situation and its effect on the water level in the aquifers tapped by the wells of the Authority. Mr. Horvatinovic stated that, while we have to continue watch our water levels, there was no need to be concerned about the current water levels in the wells of the Shiloh system.

- b. **PAYMENT OF AUGUST BILLS:** Bills received in August were reviewed and a **MOTION** was made by Mr. Thomassy and seconded by Ms. Smith to approve bills from July totaling \$81,951.15. The motion was approved 5-0.

ADJOURNMENT:

Motion was made by Mr. Williams to adjourn the meeting and seconded by Mr. Thomassy. Motion was approved 5-0.

Meeting was adjourned at 8:20 PM.

Respectfully submitted,

W. Lee Woodmansee, Secretary