

MINUTES

WEST MANCHESTER TOWNSHIP AUTHORITY

September 29, 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 September 29, 2021 at 8:00 pm. Mr. Bentzel, Mr. Woodmansee, Mr. Javitt, Mr. Williams, and Mr. Hamme were present. Also attending were Ms. Diana Young, Engineer; Mr. John Baranski, Solicitor; and Mr. John Horvatinovic, WMTA.

The meeting began with a presentation by John Snyder regarding the proposed meeting room renovations. He went to great lengths to describe the alterations that had to be made because of the rotten support posts found during the design process; the movement of the storage room by 2'; and provided a large set of building plans to the Board.

The Board thanked Mr. Snyder for the work he performed during a difficult 2 yr. process.

MINUTES:

A **MOTION** was made by Mr. Williams and seconded by Mr. Hamme to approve the minutes of August 25, 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:	8/1/21	\$375,883.49
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Receipts:

Cellular Tower Rental	\$ 11,181.19
Water Revenue	\$ 127,841.80
Penalty	\$ 1,456.72
Interest	\$ 113.86

Total Income:	\$ 140,593.57
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Expenses:	\$ 50,865.19
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Checking Account Balance:	8/31/21	\$410,658.20
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Escrow Funds Held:	\$ 20,056.31
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Available Balance:		\$410,658.20
Capital Reserve Fund:		
PLGIT Beginning Balance:	8/1/21	\$1,112,008.30
Interest	\$	16.36
PLGIT Ending Balance:	8/31/21	\$1,112,024.66

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

MANAGER’S REPORT:

Mr. Horvatinovic gave his report.

The dangerous trees next to our property and on golf course were down but the wood was not removed.

The meter on Well 7 had been replaced and is now working properly.

D3NB Pro Services gave the Authority a price of \$25.00 per hydrant to power wash and paint each hydrant. Mr. Horvatinovic suggested cleaning all hydrants in the spring and then determining which ones will need to be painted as the Board had suggested the previous month.

Mr. Horvatinovic stated that there had been a fire at 1598 Lilac Rd. on September 1, 2021 and the Authority was not notified – either at the time of the fire or later. A nearby hydrant at 1670 Church Rd is out of service and scheduled for replacement and the addition of a valve in the near future.

Mr. Horvatinovic completed 5.5 CE credits. He now has 9.5 credits and has 18 more credits scheduled. He’ll need 2.5 credits, in addition to these 18 credits by March 31, 2022 to keep his certification to manage the water system.

The unauthorized entry system has been set up at Well 7 and has been activated.

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.

SOLICITOR’S REPORT:

Attorney Baranski stated that he had the estimated cost to strip the Sunset Lane tank of all Clearwire equipment and will be notifying both Clearwire and the tax upset sale buyer that we need both the past due rent and all equipment removed from the tank before the lease could be satisfied.

UNFINISHED BUSINESS:

Discussion topics:

Meeting Room improvements: Chairman Bentzel described the series of bills presented by Mr. Snyder at the meeting. A **MOTION** was made by Mr. Javitt and seconded by Mr. Williams to pay multiple bills presented by Mr. Snyder, totaling \$16,600.

Transition Planning: Mr. Woodmansee suggested that, as part of the organization's transition planning, the Authority should set and post regular hours when the office would be open to the public. During the following lengthy discussion, Mr. Woodmansee elaborated on his proposal by stating that he did not think that the office hours would have to include all hours that Ms. Eyler worked; that someone would not always have to be in the office during those hours; a sign could be made listing when the office would re-open if Ms. Eyler had to leave for any reason or if she was off work; and that it would not mean that other staff would have to be in the office if Ms. Eyler was on leave.

A **MOTION** was made by Mr. Woodmansee to direct Mr. Horvatinovic to develop a proposed set of office hours to be reviewed and approved by the Board. There was no second.

NEW BUSINESS: There was no New Business.

OTHER BUSINESS:

The Board reviewed the pumping records and water usage for the month.

Bills were reviewed and Mr. Williams made a **MOTION** to approve payment of bills totaling \$74,542.26. The motion was seconded by Mr. Javitt. Motion approved unanimously.

ADJOURNMENT:

MOTION to adjourn made by Mr. Javitt and seconded by Mr. Hamme. Motion carried unanimously. Meeting was adjourned at 10:15 PM.

Respectfully submitted,

W. Lee Woodmansee, Secretary