

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

MINUTES OF JANUARY 17, 2022 REGULAR MEETING

This regularly scheduled monthly meeting was held at the Richland Township Municipal Authority located on Kramer Road. In attendance were Board Members M. Funk, B. Dorsch, N. Baldauf and C. Fogliani. Also in attendance were Solicitor S. Miller, Engineer D. Coldren, Water System Supervisor S. Trzeciak and Office Administrator S. McHale. Member G Anderson was absent and excused.

CALL TO ORDER

Chairman Funk called the regularly scheduled meeting to order at 6:05 p.m.

APPROVAL OF DECEMBER 9, 2021 REGULAR MEETING MINUTES

Motion made by Member Dorsch and seconded by Member Baldauf to approve the Minutes as presented. Motion carried by unanimous vote.

The Board wanted to address the issue of appointing an interim manager for the Authority. Motion made by Member Dorsch and seconded by Member Baldauf to approve Jason Dailey as interim manager for the Authority starting February 1, 2022 per the executed management agreement. Motion carried by unanimous vote.

APPROVAL OF PAYABLE VOUCHERS LIST

Motion made by Member Dorsch and seconded by Member Baldauf to approve the Payable Vouchers List as presented. Motion carried by unanimous vote.

RECOGNITION OF VISITORS

There were no visitors present.

SOLICITOR'S REPORT

The Solicitor did review the Water Line Liability letter that was attached to the meeting packet and saw no issues with it and it does not need to be revised.

The Authority Solicitor did contact the Richland Township Manager regarding the grant and extending water lines into West Deer Township. Mr. Bastianini, The Richland Township Manager, suggested a yearly review of the Water Authority's completed and proposed projects be presented to the Richland Township Board of Supervisors.

ENGINEER'S REPORT

There are no updates.

The Engineer did recommend the Board decide how to proceed with the Small Water and Sewer Grant that was awarded for waterline service to the Bakerstown/McKalloff Road area. A decision should be made by April or May.

SECRETARY'S REPORT

There was not a Secretary's Report.

TREASURER'S REPORT

Revenues received for the month of December are as follow:

Water bill collections	\$208,213.41
Miscellaneous	86,405.82
Tap Fee	<u>10,354.00</u>
TOTAL	\$304,973.23

Account balances as of December 31, 2021 are as follow:

Money Market/NexTier	1,011,568.82
Revenue/NexTier	67,577.69
Payroll account/NexTier	4,598.53
Savings Account/NexTier	<u>77,650.78</u>
TOTAL	\$1,161,395.82

Motion made by Member Dorsch and seconded by Member Baldauf to approve the Treasurer's Report as presented. Motion carried by unanimous vote.

OFFICE ADMINISTRATOR'S REPORT

A meeting is scheduled with Vandelli Group on Wednesday January 19th

A meeting was held with Vepo Solutions discuss outsourcing the backflow program and the benefits it will bring to the authority.

Motion made by Member Baldauf and seconded by Member Dorsch to accept Vepo Solutions as the Authority's backflow management administrator. Motion carried by unanimous vote.

WATER SYSTEM SUPERVISOR'S REPORT

Traditions of America were able to obtain pipe quickly and installed 25' of water line installed from Bakerstown Road to Winfall Lane. The line was filled and the pressure test and bacteria sampling will be done. Once the line is in service the Dedication Agreement can be started to finalize Phase I and Phase II. The issue with Breakneck Creek not marking lines is still ongoing. They will not mark lines until the sewer line is accepted.

The King of Arms project has not been started. The weather has not cooperated and there has not been a full work crew due to illness. The project should start the end of February, beginning of March. All the one calls have been put in. The Chairman did suggest to wait until Mr. Dailey, the Interim Director of the Authority, starts.

Armstrong Cable is installing new fiber optic cables in Richland. Numerous PA One Calls have been submitted by Armstrong Cable requiring the Authority to mark water lines. This has been very time consuming to staff.

A fire hydrant was hit on Gibsonia Road and Ewalt Road. They are waiting on a part to fix the hydrant. It is an older hydrant and harder to get parts. Due to the hydrant placement and being hit numerous times the Chairman suggested moving the hydrant and replacing it with a new one.

Preliminary year end numbers for 2021 indicate that water purchased from West View Water are down 12.6% compared to 2020. Roughly 33 million less gallons were purchased. The customer base increased by 51 customers. There were 11 main line breaks, 2 mail line valve repairs and 10 service line leaks. The decreased water purchased is due from businesses that closed, the Fosnight Nursing Home is also closed and aggressive leak detection program. Final number will be presented at the next meeting.

OLD BUSINESS

It was suggested that any new projects be put on hold for the upcoming year and readdressed in 2023.

The existing website has been reviewed with great detail and discussion was had as to what should stay and what can be removed. The goal is to make the site user friendly and to have the information easily available and understandable for both customers and developers.

Pricing and rental prices are being reviewed for new equipment. The Water System Supervisor signed up with Sourcewell who are very similar to Costars. Sourcewell is easy to navigate and it was free to join. More pricing will be presented at the next meeting.

NEW BUSINESS

Motion made by Member Baldauf and seconded by Member Dorsch to accept the Water Line Liability letter as was discussed earlier. Motion carried by unanimous vote.

Motion made by Member Dorsch and seconded by Member Baldauf to approve the discussed employee compensation which includes annual lump sum compensation adjustment for the Water System Supervisor and the Office Administrator and a \$0.75 hourly adjustment for the part time employee. Motion carried by unanimous vote.

BOARD COMMENTS

Member Fogliani noted that he is glad to be a part of the Board.

There being no more business Motion made by Member Dorsch and seconded by Member Baldauf to adjourn the meeting at 7:01 PM.

Respectfully submitted:

Ben Dorsch
Vice Chairman

The next regularly scheduled meeting will be held Monday February 14, 2022 at the Richland Township Municipal Authority located at 2012 Kramer Road, Gibsonia, PA.

Susan McHale
Recording Secretary

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

MINUTES OF FEBRUARY 14,2022 REGULAR MEETING

This regularly scheduled monthly meeting was held at the Richland Township Municipal Authority located on Kramer Road. In attendance were Board Members M. Funk, B. Dorsch, G. Anderson, N. Baldauf and C. Fogliani. Also in attendance were Interim Director J. Dailey, Solicitor S. Miller, Engineer D. Coldren, Water System Supervisor S. Trzeciak and Office Administrator S. McHale

CALL TO ORDER

Chairman Funk called the regularly scheduled meeting to order at 6:00 P.M.

PLEDGE OF ALLIGENCE

RECOGNITION OF VISITORS

There were no visitors present.

APPROVAL OF JANUARY 10,2022 REGULAR AND REORGANIZATIONAL MEETING MINUTES

Motion made by Member Dorsch and seconded by Member Baldauf to approve the Minutes as presented. Motion carried by unanimous vote.

FINANCE

Treasurers Report is as follows:

Revenues received for the month of January are as follow:

Water bill collections	\$199,965.74
Miscellaneous	10,978.44
Tap Fee	<u>5,118.00</u>
TOTAL	\$216,062.18

Account balances as of January 31, 2022 are as follow:

Money Market/NexTier	1,051,300.25
Revenue/NexTier	25,234.38
Payroll account/NexTier	10,105.72
Savings Account/NexTier	<u>77,650.78</u>
TOTAL	\$1,164,291.13

Motion made by member Dorsch and seconded by Member Anderson to accept the Treasurer's Report. Motion carried by unanimous vote.

The Board would like the Interim Director to evaluate the tank loan and determine if paying it down would benefit the Authority. The Board would also like the Interim Director to review other municipality's tap fees to determine if the Authority is in accordance with the surrounding communities.

New protocols have been initiated to ensure the invoices are being reviewed by the responsible person. More in depth protocols have been instituted. Weekly operation meetings are also being held with management.

The Interim Director and Treasurer will meet between monthly meetings to discuss the finances of the Authority.

Motion made by Member Dorsch and seconded by Member Baldauf to approve the Payable Vouchers List as presented. Motion carried by unanimous vote.

INTERIM DIRECTORS REPORT

All was discussed in the finance section.

WATER SYSTEM SUPERVISORS REPORT

A customer located on Gibson Road notified the Authority that they did not have water. Personnel investigated the matter and could not find any issues while using a snake from the service line to the main line. The customer called the following day and stated their water was running. It was found that storm drain was directional drilled by the gas company which resulted in the line freezing. The line was fixed to prevent this from happening again. The storm lines were not marked by the Township.

A meter pit on 910 was found frozen. The pit was not insulated sufficiently and the earth around it eroded when the bridge was replaced. It will be insulated and backfilled.

There was a break on Kenneth Drive. It was a typical beam break and was repaired with a clamp.

Chessrown Avenue also had a water line break. This line is the only line that services Valencia Borough. The break was repaired.

A manifold at the pump station needs to be repaired. The Interim Director mentioned a wrap that could fix the issue. More information regarding the price will be provided. Member Dorsch recommended contacting the manufacturer for a replacement piece and advised not cutting the pipe for fear of damaging the interior of the pipe. When the repair is made the pipe will be drained.

The King of Arms project should start mid-April. The Township agreed to allow Authority to cut into the road to avoid the large trees in the area. It was suggested that paving companies be contacted to repair areas of the road as well as areas that were repaired during the winter months. All areas will be cold patched until it can be properly fixed.

Training was held on site. The staff viewed PUC hearings and discussed how to avoid such hearings. Pictures are now being taken of all one calls marked. These pictures are also be used to update the GIS system. Staff will also be meeting with a company that is strictly in the one call business. This may be a better option to manage the one calls.

SOLICITOR'S REPORT

The Township's Solicitor did confirm that there is no restriction as to where the Authority installs water lines.

It is suggested that yearly updates be presented to the Township Supervisors from the Water Authority.

ENGINEER'S REPORT

There is no new update and there are no requisitions. All issues discussed previously

OLD BUSINESS

The Authority has given a Developers Agreement multiple times to the developers of Gibsonia Commons. Each time they receive one they want changes to be made and it is not recommended by the Solicitor. There are many items that need to be resolved before this can proceed.

NEW BUSINESS

There is a new LSA (Local Share Grant) that is now available to any municipality in the Commonwealth. Three projects are being submitted for this grant. The first is a chlorine analyzer that will allow us to maintain the correct amount of chlorine in the system. This project is estimated at \$150,000. The second project is to purchase a bubbler for the Ridge Road Tank, and this is estimated at \$100,000. The third project is a replacement project. This would replace 1600' of cast iron line along Grove Road. This project is also listed on the Master Water Plan as a prioritized project as well. This project is estimated at \$152,000. The Board needs to be proactive in contacting Senators and Representatives. The deadline for this project is March 15, 2022. Each project will be submitted individually. There is no requirement for Authority to match funds. Member Dorsch made a motion to accept a Resolution requesting a state-wide grant in the amount of \$402,000. Motion seconded by Member Fogliani. Motion carried by unanimous vote.

Interim Director Dailey would like to upgrade all computers in the office by increasing all accounts to the business class of Office 365. The firewall will still be protecting the SCADA system. Mr. Dailey also recommended that each board member have their own Authority email. This is very low cost but will protect all board members. The initial cost for the office staff is \$846.91. The monthly fee for all staff and board members to maintain emails will be \$121.00 a month. Mr. Dailey is very impressed with Computer Fellows with their timeliness and work. Motion made by Member Anderson and seconded by Member Dorsch to allow Computer Fellows to proceed with the quote. Motion carried by unanimous vote.

Also noted that all Board Members will receive the packet emailed on the Friday before the meeting and when they arrive onsite the binders will be updated. Member Dorsch recommended that three months of Minutes be included in the binders.

There being no more business Motion made by Member Anderson and seconded by Member Baldauf to adjourn the meeting at 7:15 PM.

Respectfully submitted:
George Anderson
Secretary

The next regularly scheduled meeting will be held Monday March 14, 2022, at the Richland Township Municipal Authority located at 2012 Kramer Road, Gibsonia, PA.

Susan McHale
Recording Secretary

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

MINUTES OF MARCH 14,2022 REGULAR MEETING

This regularly scheduled monthly meeting was held at the Richland Township Municipal Authority located on Kramer Road. In attendance were Board Members M. Funk, G. Anderson, N. Baldauf and C. Fogliani. Also in attendance were Interim Director J. Dailey, Solicitor S. Miller, Engineer D. Coldren, Water System Supervisor S. Trzeciak. B. Dorsch was absent.

CALL TO ORDER

Chairman Funk called the regularly scheduled meeting to order at 6:00 P.M.

PLEDGE OF ALLIGENCE

RECOGNITION OF VISITORS

Mr. William Obaker was present to discuss a high usage bill from an internal water line in his garage area that exited out the garage door.

APPROVAL OF February 14,2022 REGULAR MEETING MINUTES

Motion made by Member Baldauf and seconded by Member Anderson to approve the Minutes as presented. Motion carried by unanimous vote.

FINANCE

Treasurers Report is as follows:

Revenues received for the month of February are as follow:

Water bill collections	\$229,809.41
Miscellaneous	4,563.79
Tap Fee	<u>4,176.00</u>
TOTAL	\$238,549.20

Account balances as of February 28,2022 are as follow:

Money Market/NexTier	1,127,531.80
Revenue/NexTier	12,386.36
Payroll account/NexTier	6,757.06
Savings Account/NexTier	<u>77,650.78</u>
TOTAL	\$1,224,326.00

Motion made by Member Fogliani and seconded by Member Anderson to accept the Treasurer's Report. Motion carried by unanimous vote.

Motion made by Member Anderson and seconded by Member Baldauf to approve the Payable Vouchers List as presented. Motion carried by unanimous vote.

INTERIM DIRECTORS REPORT

The Interim Director's report included copies of the weekly briefings, a review of the tap fee survey from area authorities as requested, and an employee spotlight of Kurt Will.

WATER SYSTEM SUPERVISORS REPORT

The Board was provided with an operational report detailing usage and work performed this past month that included pictures provided the Board on how contractor and inhouse taps performed.

SOLICITOR'S REPORT

No Report.

ENGINEER'S REPORT

The Engineer reported that all three grant applications have been submitted to DCED for the LSA Grant program.

The Engineer reviewed the status of the Master Water Plan by reviewing the overall system assets, storage capacity and demand, break history and areas for improvement to the system that included water quality loops and system extensions.

The Engineer provided a revised cost estimate for the Bakerstown Rd extension in varied scenarios to evaluate the most efficient use of the CFA grant funds. It was advisable for the project to be further designed to be bid ready. Motion by Member Anderson, Seconded by Member Baldauf to authorize the Engineer to begin the Engineering work for the Bakerstown Water Line Extension project. Motion carried unanimously.

The Board requested the Interim Director seek an extension to the CFA grant and to setup a meeting with the West Deer Township Manager to review their contribution to the project.

OLD BUSINESS

The Engineer and Solicitor have reviewed the final Developers Agreement as submitted for Gibsonia Commons along with an escrow for \$6,800, and recommended approval to the Board.

The Interim Director reported on the status of the two loans with Mars Bank and that the loan officer was to present options to the Mars Bank board and provide a proposal in the coming month.

NEW BUSINESS

Mr. Obaker presented his request for consideration of reduction of his bill because of the service line leak. The Board discussed providing a cost reduction to Mr. Obaker for his current usage of 145,000 gallons at the West View rate to the Authority of \$5.10 /1000. Motion made by Member Fogliani and Seconded by Member Baldauf to approve the reduction of Mr. Obakers bill to reflect the costs incurred be billed at the West View rate to the Authority for this current billing period, and for the first 70,000 gallons of the next billing period. Motion carried unanimously.

The Board was presented with information on membership to PA WARN, representing utilities across the Commonwealth that provides mutual aid opportunities. Motion by Member Anderson, Seconded by Mr. Baldauf. Motion carried with Member Fogliani dissenting.

The Board was presented with the quote from Computer Fellows for new office hardware, replacing the existing PC's with laptops, adding dual monitors and battery backup units to workstations. Motion by Member Fogliani, Seconded by Member Baldauf to approve the quote for \$7,481.78. Motion carried with Member Anderson dissenting.

The Board discussed the need for office support mid-day, 5 days per week by a part time office assistant. Motion by Member Fogliani, Seconded by Member Baldauf for the Interim Director to begin advertising for a part time position working 5 days per week, 10-2 pm at \$18 / hr. Motion carried unanimously.

There being no more business Motion made by Member Fogliani and seconded by Member Baldauf to adjourn the meeting at 8 PM.

Respectfully submitted:
George Anderson
Secretary

The next regularly scheduled meeting will be held Monday April 11, 2022, at the Richland Township Municipal Authority located at 2012 Kramer Road, Gibsonia, PA.

Jason Dailey
Interim Director

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

MINUTES OF April 11, 2022 REGULAR MEETING

This regularly scheduled monthly meeting was held at the Richland Township Municipal Authority located on Kramer Road. In attendance were Board Members M. Funk, B. Dorsch, G. Anderson, N. Baldauf and C. Fogliani. Also in attendance were Interim Director J. Dailey, Solicitor S. Miller, Engineer D. Coldren and Water System Supervisor S. Trzeciak

CALL TO ORDER

Vice Chairman Dorsch called the regularly scheduled meeting to order at 6:00 P.M.

PLEDGE OF ALLIGENCE

RECOGNITION OF VISITORS

Clifford Knox, 3880 Anderson Road requested relief from a high usage bill. Meter was tested and found to be accurate. No action taken.

APPROVAL OF March 14,2022 REGULAR MEETING MINUTES

Motion made by Member Baldhauf and seconded by Member Fogliani to approve the Minutes as presented. Motion carried by unanimous vote.

FINANCE

Motion made by member Baldhauf and seconded by Member Anderson to accept the Treasurer's Report. Motion carried by unanimous vote.

Motion made by Member Dorsch and seconded by Member Baldauf to approve the Payable Vouchers List as presented. Motion carried by unanimous vote.

INTERIM DIRECTORS REPORT

Written report was provided to the Members.

A 4 day 10 Hour work week schedule for the duration of the King of Arms project was discussed. Interim Director will work with the Bargaining Unit on a Memorandum of Understanding if agreeable.

WATER SYSTEM SUPERVISORS REPORT

A review of the historic annual water usage was discussed, showing it decreasing significantly.

The Grove Road @ Franklin Road water break was reviewed.

Update on the King of Arms waterline replacement project was provided.

Review of a proposed 2 year lab sampling contract with CWM was provided and recommended.

Motion by Member Anderson and second by Member Baldhauf to approve the CWM contract for annual sampling needs and the lead and copper sampling, for \$15,944 for annual sampling and \$890 for the lead and copper sampling. Motion carried unanimously.

Review of a proposed landscape contract for Authority owned parcels by C&C Landscaping.

Motion by Member Baldhauf, seconded by Member Fogliani approving the landscaping contract for C&C Landscape Contractors not to exceed \$7,300 for 2022. Motion carried unanimously,

Review of the equipment needs for the King of Arms project and a rental agreement with Cleveland Brothers.

Motion by Member Dorsch, seconded by Member Baldhauf to approve the rental agreement with CAT One Call for a track skid loader, pickup broom and tamper for \$5,485 per month, for two months. Motion carried unanimously.

SOLICITOR'S REPORT

The Solicitor inquired into the status of the dedication of the waterline for Traditions of America Phases 1 & 2. After some discussion, the Engineer will prepare the punch list and initiate with the Developer.

ENGINEER'S REPORT

Design One Call was placed and surveying is scheduled for April 18th on the Bakerstown Rd waterline project.

HOP was prepared and submitted for the Gibsonia Commons project.

Standard details and technical specifications are being updated.

OLD BUSINESS

Interim Director is scheduled to meet with Loan Officer on April 14 to review terms of loans.

NEW BUSINESS

Ashley Shiwarski from Homeserve service line warranty program presented inside plumbing, outside service line and revenue insurance programs to the Board. Board members requested these programs be on the next Board agenda for discussion and consideration.

There being no more business Motion made by Member Anderson and seconded by Member Baldauf to adjourn the meeting at 7:45 PM.

Respectfully submitted:
George Anderson
Secretary

The next regularly scheduled meeting will be held Monday May 9, 2022, at the Richland Township Municipal Authority located at 2012 Kramer Road, Gibsonia, PA.

Jason Dailey
Interim Director

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

MINUTES OF MAY 9, 2022 REGULAR MEETING

This regularly scheduled monthly meeting was held at the Richland Township Municipal Authority located on Kramer Road. In attendance were Board Members M. Funk, B. Dorsch, G. Anderson, N. Baldauf and C. Fogliani. Also in attendance were Interim Director J. Dailey, Solicitor S. Miller, Engineer D. Coldren, Water System Supervisor S. Trzeciak, Office Administrator April Shepard and Administrative Assistant Shelly Bogozan virtually via Teams.

CALL TO ORDER

Chairman Funk called the regularly scheduled meeting to order at 6:00 P.M.

PLEDGE OF ALLIGENCE

RECOGNITION OF VISITORS

There were no visitors present.

APPROVAL OF April 11, 2022 REGULAR MEETING MINUTES

Motion made by Member Dorsch and seconded by Member Baldauf to approve the Minutes as presented. Motion carried by unanimous vote.

FINANCE

**RICHLAND TOWNSHIP MUNICIPAL AUTHORITY
TREASURER'S REPORT**

**REVENUES RECORDED MONTH OF
APRIL 2022**

Water Bill Collections		\$ 197,655.71	*see details below
Miscellaneous		\$ 10,739.35	
Taps		\$ -	
TOTAL		\$ 208,395.06	

**MAJOR EXPENDITURES MONTH OF
APRIL 2022**

West View Water Authority - \$104,930.57 - water purchased
National Road Utility Supply - \$9,954.19 - pipes, service line materials
MEIT - \$8,968.60 - health insurance

**BANK BALANCES AS OF
March 31, 2022**

			Int Rate
Nextier Money Market	\$ 1,097,168.75		0.40%
Nextier Revenue Account	\$ 53,998.15		N/A
Nextier Payroll Account	\$ 5,098.78		N/A
Nextier Savings	\$ 77,889.07		0.20%
TOTAL BALANCE	\$ 1,233,954.75		

***Miscellaneous**

Lien Letters	\$ 300.00	
Bulk Water	\$ -	
Private Fire Invoices	\$ 4,961.00	
Tank Antenna Rental	\$ -	
Meter Pit Sales	\$ 328.00	
Interest, Discounts, Misc	\$ 5,150.35	*MFM Insurance dividend rec'd
TOTAL	\$ 10,739.35	

Loans	Payment	Interest Rate	Balance	Matures
Mars Bank Tank Loan	\$ 9,090.00	3.45%	\$ 335,645.20	7/1/2026
Mars Bank Mortgage	\$ 7,090.00	3.82%	\$ 681,344.34	3/12/2035
		TOTAL BALANCE	\$ 1,016,989.54	

Developer Escrow Account	Interest Rate	Balance
Mars Bank Developers Escrow	0.01%	\$ 54,882.81
Includes Deposits from:		
Chatham University Bankhouse		
Chatham University		
Colony Courts Phase III		
Gibsonia Business Park		
Gibsonia Commons		\$ 6,000.00
Glasgow Road		
Hunt Club Phase II		
Orchard Hill		
Parkview Phase II		
Traditions of America		

Motion made by member Baldhauf and seconded by Member Fogliani to accept the Treasurer's Report. Motion carried by unanimous vote.

Motion made by Member Anderson and seconded by Member Baldauf to approve the Payable Vouchers List as presented. Motion carried by unanimous vote.

The Board was presented with the Auditor's Engagement Letter back in November 2021 but a formal motion to approve that Letter Proposal was not made. Therefore, Motion by Member Fogliani, Seconded by Member Baldhauf. Motion carried by unanimous vote.

INTERIM DIRECTORS REPORT

The Board was made aware of resignations by the office staff this past month and need to ratify those resignations. Therefore:

Motion by Member Dorsch, Seconded by Member Fogliani to accept the resignation of JoAnne Lazarro effective April 29, 2022. Motion carried unanimously.

Motion by Member Dorsch, Seconded by Member Bladhauf to accept the resignation of Susan McHale effective May 31, 2022 and approve the terms and conditions of the Separation Agreement. Motion carried unanimously.

The Board authorized the Interim Director to advertise, orchestrate interviews and offer conditional employment to successful candidates for the two vacant office positions, which need to be ratified by the Board. Therefore:

Motion by Member Anderson, Seconded by Member Baldhauf to approve the hiring of Shelley Bogozan, at a rate of \$18 / hr, working Monday through Friday 10 am – 2 pm for the part time Administrative Assistant. Motion carried unanimously.

Motion by Member Anderson, Seconded by Member Baldhauf to approve the hiring of April Shepard, at a rate of \$24.03 / hr, working Monday through Friday 8 am – 430 pm, with full benefits beginning May 1, with 1 week vacation the first year, 2 weeks after year 5, 3 weeks after year 10 and one additional per year for years 10 -15 for a total of 4 weeks vacation. Motion carried unanimously.

The Board recognized that additional hours will be needed by the Interim Director during this transition of the office staff. Therefore: Motion by Member Baldhauf, Seconded by Member Fogliani to approve additional hours for the Interim Director not to exceed \$7,000 per month. Motion carried unanimously.

WATER SYSTEM SUPERVISORS REPORT

The Water System Supervisor reported on the following items:

- Status of the King of Arms waterline project, being on track and schedule for completion.
- Traditions of America Development is awaiting the start of Phase 3
- Dickey Rd pump station repairs, awaiting installation quote.
- DEP notification of monitoring violations – one may be due to a day later being tested, other due to how CWM is reporting.
- Richland Swim Club had a major water loss issue, consuming over 270,000 gallons.

The Adler and Sons Landscaping Company had another mulch fire that resulted in the use of 66,000 gallons of water. This has become too common at this location and the expense to the Authority needs recovered. The Board requested the Interim Director prepare an additional invoice and have mailed to the customer for the use of 66,000 gallons.

SOLICITOR'S REPORT

No report.

ENGINEER'S REPORT

A written monthly report was provided. The following were reviewed in detail:

- Bakerstown Road Waterline Extension.
- Traditions of America closeout documentation sent to the Developer.

The Board discussed the design of the Bakerstown Rd waterline extension needing to be completed. Therefore: Motion by Member Dorsch, Seconded by Member Baldhauf for KLH to complete the design work necessary for the project. Motion carried unanimously.

OLD BUSINESS

The Board discussed the timeline for the Bakerstown Road waterline extension project after having approved KLH to complete the design work. The Board approved the Authorization to Bid the project with Carl and Betty Lanes service lines and taps being Additional Alternates. Motion carried unanimously.

The Board received a presentation at the last meeting from Homeserve relative to voluntary utility line insurance. The Board supports offering this program at no cost the Authority and as a voluntary program to the customers. Member Anderson discussed the option to have the program cancellation by the Authority be reduced to 90 days if possible. Therefore: Motion by Member Fogliani, Seconded by Member Anderson to approve the marketing agreement with Homeserve to provide the inside and outside plumbing warranty insurance program for Authority customers. Motion carried unanimously.

NEW BUSINESS

ADJOURNMENT

There being no more business Motion made by Member Anderson and seconded by Member Baldauf to adjourn the meeting at 7:30 PM.

Respectfully submitted:
George Anderson
Secretary

The next regularly scheduled meeting will be held Monday June 13, 2022, at the Richland Township Municipal Authority located at 2012 Kramer Road, Gibsonia, PA.

Jason Dailey
Interim Director

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

MINUTES OF June 13, 2022 REGULAR MEETING

This regularly scheduled monthly meeting was held at the Richland Township Municipal Authority located on Kramer Road. In attendance were Board Members M. Funk, G. Anderson, N. Baldauf and C. Fogliani. Also in attendance were Interim Director J. Dailey, Solicitor S. Miller, Water System Supervisor S. Trzeciak and Office Administrator April Shepard. Absent were Member Dorsch and Engineer Coldren.

CALL TO ORDER

Chairman Funk called the regularly scheduled meeting to order at 6:00 P.M.

PLEDGE OF ALLIGENCE

RECOGNITION OF VISITORS

There were no visitors present.

APPROVAL OF May 9, 2022 REGULAR MEETING MINUTES

Motion made by Member G. Anderson and seconded by Member C. Fogliani to approve the Minutes as presented. Motion carried by unanimous vote.

FINANCE

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY
TREASURER'S REPORT

REVENUES RECORDED MONTH OF
MAY 2022

Water Bill Collections		\$ 219,783.73	
Miscellaneous		\$ 3,428.09	*see details below
Taps		\$ 3,030.00	
TOTAL		\$ 226,241.82	

MAJOR EXPENDITURES MONTH OF
MAY 2022

West View Water Authority - \$104,930.57 - water purchased
National Road Utility Supply - \$9,954.19 - pipes, service line materials
MEIT - \$8,068.60 - health insurance

BANK BALANCES AS OF
May 31, 2022

			Int Rate
Nextier Money Market	\$ 1,124,795.31		0.40%
Nextier Revenue Account	\$ 9,000.00	N/A	
Nextier Payroll Account	\$ 8,971.77	N/A	
Nextier Savings	\$ 77,689.07		0.20%
TOTAL BALANCE	\$ 1,220,456.15		

*Miscellaneous

Lien Letters	\$ 625.00
Bulk Water	\$ 193.40
Private Fire Invoices	\$ -
Tank Antenna Rental	\$ -
Meter Pit Sales	\$ 1,902.92
Interest, Discounts, Misc	\$ 706.77
TOTAL	\$ 3,428.09

Loans	Payment	Interest Rate	Balance	Matures
Mars Bank Tank Loan	\$ 9,000.00	3.45%	\$ 319,617.43	7/1/2028
Mars Bank Mortgage	\$ 7,000.00	3.82%	\$ 671,665.34	3/12/2035
		TOTAL BALANCE	\$ 991,282.77	

Developer Escrow Account	Interest Rate	Balance
Mars Bank Developers Escrow	0.01%	\$ 54,399.48
Includes Deposits from:		
Chatham University Sunhouse		
Chatham University		
Colony Courts Phase III		
Gibsonia Business Park		
Gibsonia Commons		\$ 6,716.25
Glasgow Road		
Hunt Club Phase II		
Orchard Hill		
Parkview Phase II		
Traditions of America		

Motion made by member G. Anderson and seconded by Member N. Baldhauf to accept the Treasurer's Report. Motion carried by unanimous vote.

Motion made by Member G. Anderson and seconded by Member N. Baldauf to approve the Payable Vouchers List as presented. Motion carried by unanimous vote.

The Board will be presented with the Auditors report in July.

INTERIM DIRECTORS REPORT

The Board was provided with the Interim Directors weekly briefings. The Interim Director discussed the status of onboarding the new Office Administrator and Administrative Assistant is going well with a month of billing successfully under their belt, finals and lien letter process being completed.

WATER SYSTEM SUPERVISORS REPORT

The Water System Supervisor reported on the following items:

- Status of the King of Arms waterline project was provided. Main line installation is to be tested next week and then side street connections will be made and taps and service line work to follow.
- Traditions of America Development has requested 12 taps for Phase 2 and we are awaiting the start of Phase 3
- Dickey Rd pump station. Quote for work was sought and authorized to begin fabricating this month.

SOLICITOR'S REPORT

Solicitor Miller discussed the matter of inspections being performed inhouse vs by KLH inspectors. There was general consensus that developer inspections should be performed by the KLH inspectors moving forward for both liability purposes and operational efficiency.

ENGINEER'S REPORT

A written monthly report was provided. Bids are due 6/29 for the Bakerstown Rd Ext project.

OLD BUSINESS

The Board was provided with the estimate for the Dickey Road Pump Station repair in the amount of \$14,935.48 by Engineered Solutions Midwest, Inc. Due to the emergency nature of this repair and lead time needed for manufacture, Motion made by Member N. Baldauf, Seconded by Member G. Anderson to ratify the contract with ESM. Motion carried unanimously.

NEW BUSINESS

ADJOURNMENT

There being no more business Motion made by Member Anderson and seconded by Member Baldauf to adjourn the meeting at 6:51 PM.

Respectfully submitted:
George Anderson
Secretary

The next regularly scheduled meeting will be held Monday July 11, 2022, at the Richland Township Municipal Authority located at 2012 Kramer Road, Gibsonia, PA.

Jason Dailey
Interim Director

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

MINUTES OF July 11, 2022 REGULAR MEETING

This regularly scheduled monthly meeting was held at the Richland Township Municipal Authority located on Kramer Road. In attendance were Board Members M. Funk, B. Dorsch (virtual), G. Anderson, N. Baldauf and C. Fogliani. Also in attendance were Interim Director J. Dailey, Solicitor S. Miller, Engineer D. Coldren, Office Administrator April Shepard and Water System Supervisor S. Trzeciak

CALL TO ORDER

Chairman Funk called the regularly scheduled meeting to order at 6:00 P.M.

PLEDGE OF ALLIGENCE

RECOGNITION OF VISITORS

Charles Cudlipp Jr., 5710 King of Arms Dr was in attendance.

APPROVAL OF June 13 , 2022 REGULAR MEETING MINUTES

Motion made by Member Baldhauf and seconded by Member Fogliani to approve the Minutes as presented. Motion carried. Member Dorsch abstained.

FINANCE

**RICHLAND TOWNSHIP MUNICIPAL AUTHORITY
TREASURER'S REPORT**

**REVENUES RECORDED MONTH OF
Jun-22**

Water Bill Collections		\$ 212,410.19	
Miscellaneous		\$ (57,389.42)	*see details below
Taps		\$ 3,030.00	
TOTAL		\$ 158,050.77	

**MAJOR EXPENDITURES MONTH OF
Jun-22**

West View Water Authority - \$97,830.02 - water purchased
 MEIT - \$8,968.60 - health insurance
 National Road Utility Supply - \$8,755.38 - multiple bills
 Dailey Operation Consulting - \$6,710.00 - consulting
 Cleveland Brothers Equipment Rentals - \$5,285.00 - equipment rental
 Cleveland Brothers Equipment Rentals - \$5,085.00 - equipment rental

**BANK BALANCES AS OF
June 30, 2022**

			Int Rate
Nextier Money Market		\$ 1,137,416.35	1.13%
Nextier Revenue Account		\$ 9,138.94	N/A
Nextier Payroll Account		\$ 10,094.45	N/A
Nextier Savings		\$ 77,800.81	0.58%
TOTAL BALANCE		\$ 1,234,450.55	

***Miscellaneous**

Lien Letters	\$ 500.00	
Bulk Water	\$ 2,702.56	
Public Fire Invoices	\$ 21,263.00	*\$61,897.00 was accrued here on 09/30/2021 audit and reversed in June 2022. \$83,160.00 was moved here from Private Fire in June 2022.
Private Fire Invoices	\$ (83,160.00)	*\$83,160.00 was incorrectly recorded here in December 2021 - moved to Public Fire.
Tank Antenna Rental	\$ -	
Meter Pit Sales	\$ 147.83	
Interest, Discounts, Misc	\$ 1,157.19	
TOTAL	\$ (57,389.42)	

Loans	Payment	Interest Rate	Balance	Matures
Mars Bank Tank Loan	\$ 9,000.00	3.45%	\$ 311,536.33	7/1/2028
Mars Bank Mortgage	\$ 7,000.00	3.82%	\$ 666,732.20	3/12/2035
		TOTAL BALANCE	\$ 978,268.53	

Motion made by Member Anderson and seconded by Member Baldauf to accept the Treasurer's Report.
 Motion carried by unanimous vote.

07/06/22

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

Payable Vouchers

As of July 11, 2022

Type	Date	Num	Name	Credit
1000 - Nextier Bank Checking 3920				
+	Check	06/17/2022	EFT ADP#	80.27
*	B Pmt -Check	06/21/2022	10421 A-APPROVED TOILET RENTAL C611	108.00
*	B Pmt -Check	06/21/2022	10422 ADVANCE AUTO PARTS 1239009494	113.83
*	B Pmt -Check	06/21/2022	10423 CHERRY CONTRACTING INC	2,400.00
*	B Pmt -Check	06/21/2022	10425 CLEVELAND BROTHERS EQUIP CO INC 0153555	5,085.00
*	B Pmt -Check	06/21/2022	10426 COMPUTER FELLOWS INC	400.86
*	B Pmt -Check	06/21/2022	10427 CROUCH, RAY	162.30
*	B Pmt -Check	06/21/2022	10428 CWM ENVIRONMENTAL INC	765.55
*	B Pmt -Check	06/21/2022	10429 DAILEY OPERATION CONSULTING LLC	6,710.00
*	B Pmt -Check	06/21/2022	10430 DUQUESNE LIGHT COMPANY 4471-360-000	14.09
*	B Pmt -Check	06/21/2022	10431 GRAINGER 820751105	133.00
*	B Pmt -Check	06/21/2022	10432 KLH ENGINEERS INC 162-01	4,425.50
*	B Pmt -Check	06/21/2022	10433 KRESS TIRE 910RICHTWPH20	25.00
*	B Pmt -Check	06/21/2022	10434 MCCLYMONDS SUPPLY & TRANSIT RICHTWP	1,075.23
*	B Pmt -Check	06/21/2022	10435 NATIONAL ROAD UTILITY SUPPLY INC	2,747.80
*	B Pmt -Check	06/21/2022	10436 PENNSYLVANIA ONE CALL SYSTEM INC RA1	39.08
*	B Pmt -Check	06/21/2022	10437 PITNEY BOWES INC 0011945157	99.00
*	B Pmt -Check	06/21/2022	10438 POLLARDWATER	317.43
*	B Pmt -Check	06/21/2022	10439 REINSTADTLER, MARCIA	100.00
+	Check	06/22/2022	EFT DUQUESNE LIGHT COMPANY 0928-260-000	22.83
+	Check	06/22/2022	EFT DUQUESNE LIGHT COMPANY 1586-230-000	342.32
+	Check	07/01/2022	EFT MARS NATIONAL BANK 94659#	9,000.00
+	Check	07/01/2022	EFT ADP#	78.84
+	Check	07/05/2022	EFT BMO#	199.28
	B Pmt -Check	07/06/2022	10424 CINTAS 11899809	279.13
	B Pmt -Check	07/06/2022	10440 ARMSTRONG 0581275-01	204.35
	B Pmt -Check	07/06/2022	10441 BOYD, JAMES	149.61
	B Pmt -Check	07/06/2022	10442 C&C LANDSCAPING CONTRACTORS	2,900.00
	B Pmt -Check	07/06/2022	10443 CHIARAMONTE, JOAN	8.42
	B Pmt -Check	07/06/2022	10444 CLEVELAND BROTHERS EQUIP CO INC 0153555	5,174.78
	B Pmt -Check	07/06/2022	10445 COMPUTER FELLOWS INC	1,100.00
	B Pmt -Check	07/06/2022	10446 DUQUESNE LIGHT COMPANY 0586-230-000	950.38
	B Pmt -Check	07/06/2022	10447 DUQUESNE LIGHT COMPANY 3781-070-000	76.37
	B Pmt -Check	07/06/2022	10448 DUQUESNE LIGHT COMPANY 6650-270-000	55.28
	B Pmt -Check	07/06/2022	10449 HEIGLEY, CRAWFORD L	32.42
	B Pmt -Check	07/06/2022	10450 HUTELMYER, ANDREW	22.26
	B Pmt -Check	07/06/2022	10451 JERRY SCHWICKRATH WINDOW CLEANING LLC	110.00
	B Pmt -Check	07/06/2022	10452 L/B WATER SERVICE INC 13167	618.76
	B Pmt -Check	07/06/2022	10453 LEHRMAN, WILLIAM	47.26
	B Pmt -Check	07/06/2022	10454 LOKAY, RICHARD	16.84
	B Pmt -Check	07/06/2022	10455 LOWES BUSINESS ACCOUNT/SYNCR X7621	108.12
	B Pmt -Check	07/06/2022	10456 MCCLYMONDS SUPPLY & TRANSIT RICHTWP	3,308.19
	B Pmt -Check	07/06/2022	10457 MEIT 09008-0290	8,968.60
	B Pmt -Check	07/06/2022	10458 MILLER & MILLER PLLC	450.00
	B Pmt -Check	07/06/2022	10459 NATIONAL ROAD UTILITY SUPPLY INC	3,190.64
	B Pmt -Check	07/06/2022	10460 PATAKY, NATHAN & TRACY	65.39
	B Pmt -Check	07/06/2022	10461 PEOPLES 200004361651	23.61
	B Pmt -Check	07/06/2022	10462 PEOPLES 200004361735	18.58
	B Pmt -Check	07/06/2022	10463 PFLEEGOR, BRITTANY	32.10
	B Pmt -Check	07/06/2022	10464 POULOS, MICHAEL	25.26
	B Pmt -Check	07/06/2022	10465 PRINT KING INC 78	461.33

07/06/22

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

Payable Vouchers

As of July 11, 2022

Type	Date	Num	Name	Credit
B	07/06/2022	10466	PURCHASE POWER 8000-9090-0955-5991	238.98
B	07/06/2022	10467	RICHLAND TOWNSHIP 130	1,538.67
B	07/06/2022	10468	RICHLAND TWP SEWER ACCT 301018	316.70
B	07/06/2022	10469	SOMMERS, BILL & LISA	28.42
B	07/06/2022	10470	SUMMERS, JEFF	119.12
B	07/06/2022	10471	SUNDAY, JESSICA	128.62
B	07/06/2022	10472	TARCHICHI, TONY	124.76
B	07/06/2022	10473	VERIZON WIRELESS 742081832-00001	92.35
B	07/06/2022	10474	VERIZON WIRELESS 842077142-00001	170.10
B	07/06/2022	10475	VOGEL DISPOSAL SERVICE INC 01 0009372 3	130.86
B	07/06/2022	10476	VOGLIANO, RICHARD	36.00
B	07/06/2022	10477	WALMART CAPITAL ONE 641039	86.04
B	07/06/2022	10478	WINTERS, JOHN	259.00
+	Check	07/10/2022	EFT BOOKMINDERS RTMAAC	1,361.25
Total 1000 - Nextier Bank Checking 3920				67,473.76
1010 - Nextier Bank Payroll 3933				
+	Check	06/23/2022	EFT PAYROLL IMPOUNDED TAXES#	4,881.24
+	Check	06/23/2022	EFT PAYROLL DIRECT DEPOSIT#	10,203.72
Total 1010 - Nextier Bank Payroll 3933				15,084.96
1020 - Nextier Bank MM 3946				
+	Check	06/23/2022	RETURNED DEPOSIT#	5.00
+	Check	06/23/2022	RETURNED DEPOSIT#	69.68
+	Check	06/30/2022	NEXTIER BANK FEE#	30.00
+	Check	06/30/2022	NEXTIER BANK FEE#	212.15
Total 1020 - Nextier Bank MM 3946				316.83
1035 - Mars Bank Dev Escrow 5281				
Total 1035 - Mars Bank Dev Escrow 5281				
TOTAL				82,875.55

*paid prior to meeting

+electronic payment

Motion made by Member Fogliani and seconded by Member Baldauf to approve the Payable Vouchers List as presented. Motion carried by unanimous vote.

The Audit for 2021 was presented to the Authority Board by Larry Diday of Holsinger and Assoc.

INTERIM DIRECTORS REPORT

Written weekly report was provided to the Members. Interim Director discussed that a bi-monthly billing evaluation is underway, meetings are being held with printers to review outsourcing of printing and mailing of bills and that the copier contract with Precision Machines is being reviewed. A more detailed discussion will occur at next months meeting.

WATER SYSTEM SUPERVISORS REPORT

The Board was updated on the King of Arms waterline replacement project: main line and taps completed, old line out service with lawn and road restoration all that remain. Dickey Road Pump Station header pipe worked scheduled for Thursday 7/21. Future work planned is catching up on taps at TOA and additional around the system, flushing the system, hydrant maintenance leak detection and property restoration from taps and breaks.

SOLICITOR'S REPORT

There was no report at this time.

ENGINEER'S REPORT

Engineer Coldren presented the Board with the bid results for the Bakerstown Road project as provided below:

Contractor	Base Bid Bakerstown Road	Alt. No. 1 Betty Lane	Alt. No. 2 Carl Lane
J.S. Bova	\$333,736.16	\$88,339.46	\$93,584.66
W.M. Aiken	\$375,125.00	\$83,450.00	\$79,950.00
Jet Jack	\$406,930.00	\$117,125.00	\$111,750.00
D&M Contracting	\$411,000.00	\$80,650.00	\$79,790.00
S.E.T., Inc.	\$465,838.75	\$124,913.05	\$117,404.75
W.A. Petrakis	\$510,770.00	\$111,565.00	\$106,020.00

After some discussion, Motion by Member Anderson, Seconded by Member Baldauf to award the base bid only to J.S. Bova contingent upon the Engineer acquiring the HOP from PennDOT and West Deer Township's \$50,000 commitment to the project with a written agreement and payment. Motion passed unanimously.

OLD BUSINESS

A detailed review of the King of Arms waterline installation project was presented to the Authority Board. In addition, a breakdown of costs associated with both a full time and part time employee were presented to the Board.

NEW BUSINESS

The Board discussed mandatory taps for the Bakerstown Road project. The Solicitor is to evaluate options for tap rates and possible districts.

The Board adjourned to Executive Session at 7:40 pm to discuss personnel matters.

The Board reconvened the meeting at 8:18 pm.

The Board discussed the labor contract will be coming due soon and requested the Director to retain Dave Mitchell from Campbell, Durant, Beatty, Palumbo and Miller. Motion by C. Fogliani, Seconded by N. Baldauf. Motion passed unanimously.

There being no more business Motion made by Member Anderson and seconded by Member Baldauf to adjourn the meeting at 7:45 PM.

Respectfully submitted: George Anderson, Secretary

The next regularly scheduled meeting will be held Monday August 8, 2022, at the Richland Township Municipal Authority located at 2012 Kramer Road, Gibsonia, PA.

Jason Dailey
Interim Director

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

MINUTES OF August 8, 2022 REGULAR MEETING

This regularly scheduled monthly meeting was held at the Richland Township Municipal Authority located on Kramer Road. In attendance were Board Members M. Funk, B. Dorsch, G. Anderson, N. Baldauf and C. Fogliani. Also in attendance were Interim Director J. Dailey, Solicitor S. Miller, Engineer D. Coldren, Office Administrator April Shepard. Absent was System Supervisor Scott Treziak.

CALL TO ORDER

Chairman Funk called the regularly scheduled meeting to order at 6:00 P.M.

PLEDGE OF ALLIGENCE

RECOGNITION OF VISITORS

Charles Cudlipp Jr., 5710 King of Arms Dr was in attendance.

APPROVAL OF July 11, 2022 REGULAR MEETING MINUTES

Motion made by Member Dorsch and seconded by Member Baldauf to approve the Minutes as presented.
Motion carried.

FINANCE

The Treasurer's Report was submitted

**RICHLAND TOWNSHIP MUNICIPAL AUTHORITY
TREASURER'S REPORT**

**REVENUES RECORDED MONTH OF
Jul-22**

Water Bill Collections		\$ 224,037.40	
Miscellaneous		\$ 8,522.64	*see details below
Taps		\$ 59.00	
TOTAL		\$ 232,619.04	

**MAJOR EXPENDITURES MONTH OF
Jul-22**

West View Water Authority - \$97,830.02 - water purchased
 MEIT - \$8,968.60 - health insurance
 National Road Utility Supply - \$8,755.38 - multiple bills
 Dailey Operation Consulting - \$6,710.00 - consulting
 Cleveland Brothers Equipment Rentals - \$5,285.00 - equipment rental
 Cleveland Brothers Equipment Rentals - \$5,085.00 - equipment rental

**BANK BALANCES AS OF
July 31, 2022**

			Int Rate
Nextier Money Market		\$ 1,120,118.89	1.58%
Nextier Revenue Account		\$ 8,999.63	N/A
Nextier Payroll Account		\$ 19,181.56	N/A
Nextier Savings		\$ 77,800.81	0.58%
TOTAL BALANCE		\$ 1,226,100.89	

***Miscellaneous**

Lien Letters	\$ 375.00
Bulk Water	\$ -
Public Fire Invoices	\$ -
Private Fire Invoices	\$ 5,650.00
Tank Antenna Rental	\$ -
Meter Pit Sales	\$ 997.34
Interest, Discounts, Misc	\$ 1,500.30
TOTAL	\$ 8,522.64

Loans	Payment	Interest Rate	Balance	Matures
Mars Bank Tank Loan	\$ 9,000.00	3.45%	\$ 303,521.57	7/1/2028
Mars Bank Mortgage	\$ 7,000.00	3.82%	\$ 661,783.88	3/12/2035
		TOTAL BALANCE	\$ 965,305.45	

Developer Escrow Account	Interest Rate	Balance
Mars Bank Developers Escrow	0.01%	\$ 54,400.40
Includes Deposits from:	Chatham University Bunkhouse	
	Chatham University	
	Colony Courts Phase III	
	Gibsonia Business Park	
	Gibsonia Commons	\$ 6,716.25
	Glasgow Road	

	Hunt Club Phase II	
	Orchard Hill	
	Parkview Phase II	
	Traditions of America	

Motion made by Member Anderson and seconded by Member Dorsch to accept the Treasurer's Report.
 Motion carried by unanimous vote.

The Payable Voucher List was submitted for review:

08/03/22

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

Payable Vouchers

As of August 8, 2022

Type	Date	Num	Name	Credit
1000 - Nexier Bank Checking 3920				
+	Check	07/12/2022	EFT MARS NATIONAL BANK 49666#	7,000.00
+	Check	07/15/2022	EFT ADP#	78.84
*	Bill Pmt -Check	07/19/2022	10479 A-APPROVED TOILET RENTAL C61	108.00
*	Bill Pmt -Check	07/19/2022	10480 C&C LANDSCAPING CONTRACTOR	1,552.00
*	Bill Pmt -Check	07/19/2022	10481 CINTAS 11899809	140.19
*	Bill Pmt -Check	07/19/2022	10482 COMMONWEALTH OF PA 5020018	65.00
*	Bill Pmt -Check	07/19/2022	10483 COMPUTER FELLOWS INC	404.04
*	Bill Pmt -Check	07/19/2022	10484 COUNTY LINE SUPPLY YARD	453.75
*	Bill Pmt -Check	07/19/2022	10485 DAILEY OPERATION CONSULTING	7,000.00
*	Bill Pmt -Check	07/19/2022	10486 DUQUESNE LIGHT COMPANY 4471	28.51
*	Bill Pmt -Check	07/19/2022	10487 HTBS CREDIT 436942	315.82
*	Bill Pmt -Check	07/19/2022	10488 KLH ENGINEERS INC 162-01	9,723.00
*	Bill Pmt -Check	07/19/2022	10489 PENNSYLVANIA ONE CALL SYSTEM	162.35
*	Bill Pmt -Check	07/19/2022	10490 PITNEY BOWES INC 0011945157	39.53
*	Bill Pmt -Check	07/19/2022	10491 PITTSBURGH POST-GAZETTE 4749	707.85
*	Bill Pmt -Check	07/19/2022	10492 VENEZIA, TAMMY	300.00
*	Bill Pmt -Check	07/19/2022	10493 WEST VIEW WATER AUTH 60000-0	123,244.39
*	Bill Pmt -Check	07/19/2022	10494 CWM ENVIRONMENTAL INC	2,550.00
*	Bill Pmt -Check	07/19/2022	10495 CROWE, KRISTEN	35.58
*	Bill Pmt -Check	07/19/2022	10496 DIMENNO, PATRICIA	15.26
*	Bill Pmt -Check	07/19/2022	10497 KROLL, MARLENE	155.58
*	Bill Pmt -Check	07/19/2022	10498 PATEL, ASHLEY	221.24
*	Bill Pmt -Check	07/19/2022	10499 PETERS, ERIC	99.78
*	Bill Pmt -Check	07/19/2022	10500 STANLEY, WAYNE M	112.00
+	Check	07/22/2022	EFT DUQUESNE LIGHT COMPANY 1586	417.36
+	Check	07/22/2022	EFT DUQUESNE LIGHT COMPANY 0928	24.92
*	Bill Pmt -Check	07/26/2022	10501 PA MUNICIPAL AUTH ASSOC UC FI	298.97
+	Check	07/29/2022	EFT ADP#	83.57
+	Check	08/01/2022	EFT MARS NATIONAL BANK 94659#	9,000.00
	Bill Pmt -Check	08/02/2022	10502 ADVANCE AUTO PARTS 123900949	59.43
	Bill Pmt -Check	08/02/2022	10503 ARMSTRONG 0581275-01	204.35
	Bill Pmt -Check	08/02/2022	10504 CINTAS 11899809	138.94
	Bill Pmt -Check	08/02/2022	10505 CWM ENVIRONMENTAL INC	1,080.00
	Bill Pmt -Check	08/02/2022	10506 DUQUESNE LIGHT COMPANY 0586	1,079.60
	Bill Pmt -Check	08/02/2022	10507 DUQUESNE LIGHT COMPANY 3781	75.22
	Bill Pmt -Check	08/02/2022	10508 DUQUESNE LIGHT COMPANY 6650	56.52
	Bill Pmt -Check	08/02/2022	10509 GIBBS, CHRIS	26.84
	Bill Pmt -Check	08/02/2022	10510 JERRY SCHWICKRATH WINDOW C	110.00
	Bill Pmt -Check	08/02/2022	10511 KUNI, LINDA	17.33
	Bill Pmt -Check	08/02/2022	10512 LIB WATER SERVICE INC 13167	720.00
	Bill Pmt -Check	08/02/2022	10513 LOEFFLER, MATTHEW 96090295	25.26
	Bill Pmt -Check	08/02/2022	10514 MEIT 09000-0290	8,968.60
	Bill Pmt -Check	08/02/2022	10515 MEYER, KELLEY & DOMINIC	149.54
	Bill Pmt -Check	08/02/2022	10516 NATIONAL ROAD UTILITY SUPPLY	2,610.83
	Bill Pmt -Check	08/02/2022	10517 PURCHASE POWER 8000-9090-095	477.96
	Bill Pmt -Check	08/02/2022	10518 RICHLAND TOWNSHIP 130	1,815.26
	Bill Pmt -Check	08/02/2022	10519 VERIZON WIRELESS 742081832-00	92.46
	Bill Pmt -Check	08/02/2022	10520 VERIZON WIRELESS 842077142-00	170.10
	Bill Pmt -Check	08/02/2022	10521 VOGEL DISPOSAL SERVICE INC 01	130.86
	Bill Pmt -Check	08/02/2022	10522 WINTERS, JOHN	259.00

08/03/22

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

Payable Vouchers

As of August 8, 2022

Type	Date	Num	Name	Credit
Bill Pmt -Check	08/02/2022	10523	TRACTOR SUPPLY CO - AP	50.00
Bill Pmt -Check	08/02/2022	10524	VENEZIA, TAMMY	300.00
Total 1000 - Nextier Bank Checking 3920				<u>182,955.63</u>
1010 - Nextier Bank Payroll 3933				
+ Check	07/21/2022	EFT	PAYROLL DIRECT DEPOSIT#	9,998.64
+ Check	07/21/2022	EFT	PAYROLL IMPOUNDED TAXES#	4,646.11
+ Check	08/01/2022	EFT	MG TRUST#	1,936.68
+ Check	08/01/2022	EFT	MG TRUST#	1,934.16
+ Check	08/01/2022	EFT	MG TRUST#	1,945.92
+ Check	08/01/2022	EFT	MG TRUST#	2,149.65
Total 1010 - Nextier Bank Payroll 3933				<u>22,511.16</u>
1020 - Nextier Bank MM 3946				
+ Check	07/21/2022		NEXTIER BANK FEE#	10.00
+ Check	07/29/2022		NEXTIER BANK FEE#	30.00
+ Check	07/29/2022		NEXTIER BANK FEE#	211.85
Total 1020 - Nextier Bank MM 3946				<u>251.85</u>
1035 - Mars Bank Dev Escrow 5281				
Total 1035 - Mars Bank Dev Escrow 5281				
TOTAL				<u><u>205,818.64</u></u>

*paid prior to meeting
+electronic payment

Motion made by Member Dorsch and seconded by Member Baldauf to approve the Payable Vouchers List as presented. Motion carried by unanimous vote.

The Board was presented with their Monthly Budget Reports that included the Budget to Actual, Balance Sheet for all funds, the Comparative Income Statement and the Monthly Consumption report.

The Interim Director discussed that the 2023 Budget will be presented to the Board at the September meeting.

The Board was presented with a proposal from PayArgo, an e-payment aggregator solution that would reduce the amount of manual entries needed to be made by office staff for payments received daily. Motion to approve the contract by PayArgo including a \$995 setup fee and \$.25 transaction fee by Member Fogliani and Seconded by Member Baldauf. Motion carried by unanimous vote.

INTERIM DIRECTORS REPORT

Weekly reports were provided to the Members. Interim Director updated the Board on the status of the printing and mailing services. The Board was also presented with Operator Fung's profile.

WATER SYSTEM SUPERVISORS REPORT

The Supervisor provided an update on the King of Arms project and that road restoration is all that remains and is expected to be completed by month's end. The Dickey Rd Pump Station work was completed and the system is working as expected. Upcoming work is going to include additional taps at TOA, system wide flushing and hydrant maintenance

SOLICITOR'S REPORT

There was no report at this time.

ENGINEER'S REPORT

Dave Coldren advised that the Highway Occupancy Permit for Bakerstown Road from PennDOT has been received with a restriction that no lanes can be restricted from 6-9 am and 3-6 pm.

Mr Coldren advised that the Rules and Regulations along with the Standard Details are under final revision and will be submitted to staff for final review. Board approval will be considered at the September meeting.

OLD BUSINESS

The Board discussed the status of the bids received for the Bakerstown Rd waterline extension. Staff recommended approval to the low bid, Bova Construction and have the Engineer work through the contract documents to issue the Notice to Proceed, conditional upon a successful agreement with West Deer Township's \$50,000 contribution to the project. Therefore, Motion by Member Dorsch, Second by Member Anderson to approve the low bid to Bova Construction with conditions as recommended. Motion carried unanimously.

NEW BUSINESS

The Board was presented with the costs associated with account refund checks and a breakdown of how other Utilities handle issuance. Staff recommended the Authority begin issuing refunds for any account owed \$15 or more. Therefore, Motion by Member Dorsch, Seconded by Member Bladauf to issue refunds for accounts owing over \$15. Motion carried unanimously.

The Board was advised of quotes still being received for both King of Arms Drive and the various patch work needed. It was discussed that the Interim Director is given approval to seek out qualified contractors, abide by bid laws and approve so long as the bids are under the bidding threshold for sealed bids.

The Board was provided with a variance request by Mr Schellhaas, who resides along Dickey Road. The property does not have access to main line water along Dickey but does have access off of Grove Road. Staff recommended the variance to connect off Grove Road with the conditions that the Authority is granted right of way along Dickey Road, if the property was ever subdivided, the owner would have to extend the main line along Dickey Road and that a meter pit be installed on Grove Road. Therefore, Motion by Member Fogliani, Seconded by Member Baldauf to approve the variance request for the Schellhaas property. Motion carried unanimously.

The Board adjourned to Executive Session at 7:05 PM. to discuss personnel and property matters.

The Board reconvened the Regular meeting at 7:10 pm.

There being no more business Motion made by Member Fogliani and seconded by Member Baldauf to adjourn the meeting at 7:11 PM.

Respectfully submitted: George Anderson, Secretary

The next regularly scheduled meeting will be held Monday August 8, 2022, at the Richland Township Municipal Authority located at 2012 Kramer Road, Gibsonia, PA.

Jason Dailey
Interim Director

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

MINUTES OF SEPTEMBER 12, 2022 REGULAR MEETING

This regularly scheduled monthly meeting was held at the Richland Township Municipal Authority located on Kramer Road. In attendance were Board Members M. Funk, G. Anderson, N. Baldauf, C. Fogliani and Water System Supervisor Scott Treziak. Also in attendance were Interim Director J. Dailey, Solicitor S. Miller, Engineer D. Coldren, Office Administrator April Shepard. Absent was Ben Dorsch.

CALL TO ORDER

Chairman Funk called the regularly scheduled meeting to order at 6:00 P.M.

PLEDGE OF ALLIGENCE

RECOGNITION OF VISITORS

APPROVAL OF AUGUST 8, 2022 REGULAR MEETING MINUTES

Member Anderson requested the minutes to reflect that the HOP called out be clarified to reference the Bakerstown Road Waterline Extension. Motion made by Member Anderson and seconded by Member Baldauf to approve the Minutes with the clarification made. Motion carried.

FINANCE

The Treasurer's Report was submitted

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY
TREASURER'S REPORT

REVENUES RECORDED MONTH OF
Aug-22

Water Bill Collections		\$ 256,433.05	
Miscellaneous		\$ 5,364.73	*see details below
Taps		\$ 3,030.00	
TOTAL		\$ 264,827.78	

MAJOR EXPENDITURES MONTH OF
Aug-22

West View Water Authority - \$144,113.399 - water purchased
 JC Paving - \$19,925.00 - King of Arms asphalt restoration
 Engineered Solutions Midwest - \$14,935.48 - Pump station repairs
 METT - \$8,868.00 - health insurance
 Daily Operation Consulting - \$5,000.00 - consulting

BANK BALANCES AS OF
August 31, 2022

			Int Rate
Nextier Money Market		\$ 1,091,927.58	2.25%
Nextier Revenue Account		\$ 23,227.60	N/A
Nextier Payroll Account		\$ 26,690.27	N/A
Nextier Savings		\$ 77,800.81	2.10%
TOTAL BALANCE		\$ 1,219,646.26	

*Miscellaneous

Lien Letters	\$ 500.00
Mobile Home Parks	\$ 2,197.62
Bulk Water	\$ -
Public Fire Invoices	\$ -
Private Fire Invoices	\$ -
Tank Antenna Rental	\$ -
Meter Pit Sales	\$ -
Interest, Discounts, Misc	\$ 2,667.11
TOTAL	\$ 5,364.73

Loans	Payment	Interest Rate	Balance	Matures
Mars Bank Tank Loan	\$ 9,000.00	3.45%	\$ 295,336.02	7/1/2028
Mars Bank Mortgage	\$ 7,000.00	3.82%	\$ 657,031.01	3/12/2035
		TOTAL BALANCE	\$ 952,367.03	

Developer Escrow Account	Interest Rate	Balance
Mars Bank Developers Escrow	0.01%	\$ 54,812.12
Includes Deposits from:	Chatham University Bankhouse	
	Chatham University	
	Colony Courts Phase III	
	Gilsonia Business Park	
	Gilsonia Commons	\$ 7,127.50
	Glasgow Road	
	Hunt Club Phase II	

	Orchard Hill	
	Parkview Phase II	
	Traditions of America	

Motion made by Member Fogliani and seconded by Member Baldhauf to accept the Treasurer's Report.
 Motion carried by unanimous vote.

The Payable Voucher List was submitted for review:

09/09/22

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

Payable Vouchers

Type	Date	Num	As of September 12, 2022 Name	Credit
1000 - Nextier Bank Checking 3920				
+	Check	08/10/2022	EFT BOOKMINDERS RTMAAC	1,749.55
+	Check	08/12/2022	EFT MARS NATIONAL BANK 49666#	7,000.00
+	Check	08/12/2022	EFT ADP#	83.57
*	Bill Pmt-Check	08/16/2022	10525 ADLER & SONS INC	243.00
*	Bill Pmt-Check	08/16/2022	10526 AHMED, ZULFIQAR	150.30
*	Bill Pmt-Check	08/16/2022	10527 CHERRY CONTRACTING INC	1,200.00
*	Bill Pmt-Check	08/16/2022	10528 CHIARAMONTE, JOAN	138.74
*	Bill Pmt-Check	08/16/2022	10529 COMPUTER FELLOWS INC	403.44
*	Bill Pmt-Check	08/16/2022	10530 COUNTY LINE SUPPLY YARD	1,856.25
*	Bill Pmt-Check	08/16/2022	10531 DAILEY OPERATION CONSULTING LLC	5,000.00
*	Bill Pmt-Check	08/16/2022	10532 DUQUESNE LIGHT COMPANY 4471-360-000	0.33
*	Bill Pmt-Check	08/16/2022	10533 ENGINEERED SOLUTIONS MIDWEST INC	14,935.48
*	Bill Pmt-Check	08/16/2022	10534 HUNKELE, KATHY	40.84
*	Bill Pmt-Check	08/16/2022	10535 JOHNSON, TIANA	140.01
*	Bill Pmt-Check	08/16/2022	10536 KING, RONALD	21.88
*	Bill Pmt-Check	08/16/2022	10537 KLH ENGINEERS INC 162-01	1,406.00
*	Bill Pmt-Check	08/16/2022	10538 KRESS TIRE 910RICHTWPH20	28.00
*	Bill Pmt-Check	08/16/2022	10539 MCINERNEY, MARGERY	114.00
*	Bill Pmt-Check	08/16/2022	10540 NAPA FAYETTES PARTS SERVICE 14100	149.38
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*	Bill Pmt-Check	08/16/2022	10543 PEOPLES 200004361651	23.61
*	Bill Pmt-Check	08/16/2022	10544 PEOPLES 200004361735	18.38
*	Bill Pmt-Check	08/16/2022	10545 POSTMASTER*	1,500.00
*	Bill Pmt-Check	08/16/2022	10546 PRINT KING INC 78	290.52
*	Bill Pmt-Check	08/16/2022	10547 SCHNITSKI, DONNA	52.84
*	Bill Pmt-Check	08/16/2022	10548 TRACTOR SUPPLY CREDIT PLAN X7517	399.93
*	Bill Pmt-Check	08/16/2022	10549 TRADITIONS OF AMERICA	24.42
*	Bill Pmt-Check	08/16/2022	10550 WELLER, THOMAS K	15.58
*	Bill Pmt-Check	08/16/2022	10551 WEST VIEW WATER AUTH 60000-0148900-000	144,113.39
+	Check	08/22/2022	EFT DUQUESNE LIGHT COMPANY 1586-230-000	469.13
+	Check	08/22/2022	EFT DUQUESNE LIGHT COMPANY 0928-260-000	35.38
+	Check	08/26/2022	EFT ADP#	83.57
*	Bill Pmt-Check	08/30/2022	10553 ARMSTRONG 0581275-01	204.35
*	Bill Pmt-Check	08/30/2022	10554 C&C LANDSCAPING CONTRACTORS	1,282.50
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*	Bill Pmt-Check	08/30/2022	10557 DUQUESNE LIGHT COMPANY 0586-230-000	1,053.15
*	Bill Pmt-Check	08/30/2022	10558 DUQUESNE LIGHT COMPANY 3781-070-000	75.40
*	Bill Pmt-Check	08/30/2022	10559 DUQUESNE LIGHT COMPANY 6650-270-000	57.68
*	Bill Pmt-Check	08/30/2022	10560 H AND K CONCRETE LLC	1,400.00
*	Bill Pmt-Check	08/30/2022	10561 JC PAVING & ASPHALT MAINTENANCE LLC	19,925.00
*	Bill Pmt-Check	08/30/2022	10562 JERRY SCHWICKRATH WINDOW CLEANING LLC	110.00
*	Bill Pmt-Check	08/30/2022	10563 LOWES BUSINESS ACCOUNTS/SYNCS X7621	188.44
*	Bill Pmt-Check	08/30/2022	10564 MILLER & MILLER PLLC	1,890.00
*	Bill Pmt-Check	08/30/2022	10565 MUNICIPAL WATER AUTH ADAMS TWP	146.25
*	Bill Pmt-Check	08/30/2022	10566 PA RURAL WATER ASSOCIATION	641.00
*	Bill Pmt-Check	08/30/2022	10567 PAYARGO	995.00
*	Bill Pmt-Check	08/30/2022	10568 PRECISION COPY PRODUCTS INC 100861	422.34
*	Bill Pmt-Check	08/30/2022	10569 PRINT KING INC 78	976.86
*	Bill Pmt-Check	08/30/2022	10570 RICHLAND TOWNSHIP 130	1,262.55

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY
Payable Vouchers

Type	Date	Num	As of September 12, 2022 Name	Credit
*	Bill Pmt -Check	08/30/2022	10571 VERIZON WIRELESS 742081832-00001	92.46
*	Bill Pmt -Check	08/30/2022	10572 VERIZON WIRELESS 842077142-00001	170.10
*	Check	08/30/2022	6515 SCHNITSKI, DONNA	1,572.25
+	Check	09/01/2022	EFT MARS NATIONAL BANK 94659#	9,000.00
*	Bill Pmt -Check	09/01/2022	10573 MEIT 09000-0290	8,968.60
*	Bill Pmt -Check	09/01/2022	10574 PA DEPT ENVIRONMENTAL PROTECTION 5020018	5,000.00
*	Bill Pmt -Check	09/01/2022	10575 WINTERS, JOHN	259.00
+	Check	09/05/2022	EFT BMO#	334.02
	Bill Pmt -Check	09/06/2022	10576 AUGUSTINE, RYAN	24.42
	Bill Pmt -Check	09/06/2022	10577 COMPUTER FELLOWS INC	168.80
	Bill Pmt -Check	09/06/2022	10578 COUNTY LINE SUPPLY YARD	247.50
	Bill Pmt -Check	09/06/2022	10579 DAVE SUTTER AUTO SERVICE	474.80
	Bill Pmt -Check	09/06/2022	10580 DOUGAL, ADAM	146.32
	Bill Pmt -Check	09/06/2022	10581 HOME DEPOT CREDIT SERVICES X4058	342.42
	Bill Pmt -Check	09/06/2022	10582 LB WATER SERVICE INC 13167	2,878.50
	Bill Pmt -Check	09/06/2022	10583 PEOPLES 200004361651	23.61
	Bill Pmt -Check	09/06/2022	10584 PEOPLES 200004361735	18.58
	Bill Pmt -Check	09/06/2022	10585 RUSSELL STANDARD 116010	301.15
	Bill Pmt -Check	09/06/2022	10586 VOGEL DISPOSAL SERVICE INC 01 0009372 3	130.86
	Bill Pmt -Check	09/06/2022	10587 WEST VIEW WATER AUTH 80000-0148900-000	110,504.12
+	Check	09/09/2022	EFT ADP#	83.57
+	Check	09/10/2022	EFT BOOKMINDERS RTMAAC	1,699.10
+	Check	09/12/2022	EFT MARS NATIONAL BANK 49666#	7,000.00
Total 1000 - Nextier Bank Checking 3920				<u>364,210.64</u>
1010 - Nextier Bank Payroll 3933				
+	Check	08/18/2022	EFT PAYROLL DIRECT DEPOSIT#	9,931.17
+	Check	08/18/2022	EFT PAYROLL IMPOUNDED TAXES#	4,613.98
+	Check	08/19/2022	EFT MG TRUST#	1,941.72
+	Check	09/01/2022	EFT PAYROLL DIRECT DEPOSIT#	9,650.96
+	Check	09/01/2022	EFT PAYROLL IMPOUNDED TAXES#	4,578.15
Total 1010 - Nextier Bank Payroll 3933				<u>30,715.98</u>
1020 - Nextier Bank MM 3946				
+	Check	08/25/2022	RETURNED DEPOSIT#	86.52
+	Check	08/31/2022	NEXTIER BANK FEE#	30.00
+	Check	08/31/2022	NEXTIER BANK FEE#	220.40
Total 1020 - Nextier Bank MM 3946				<u>336.92</u>
1035 - Mars Bank Dev Escrow 5281				
Total 1035 - Mars Bank Dev Escrow 5281				
TOTAL				<u><u>395,263.54</u></u>

*paid prior to meeting
+electronic payment

Motion made by Member Baldauf and seconded by Member Fogliani to approve the Payable Vouchers List as presented. Motion carried by unanimous vote.

The Board was presented with their Monthly Budget Reports that included the Budget to Actual, Balance Sheet for all funds, the Comparative Income Statement and the Monthly Consumption report.

The Interim Director presented the Board with the 2023 Proposed Budget. The proposed revenues are \$2,870,450 and expenditures are \$2,902,146. The Board was also presented with the capital budget as outlined below

Description	Estimated Cost	Benefit
Replacement or new waterlines (includes Bakerstown Road, Carl Lane, Betty Lane and McMorran)	\$500,000	Reduce line breaks.
Water Tank Inspections	\$10,000	Long-Term Maintenance
New Office Equipment	\$15,000	Administrative Efficiency
Insertion Meters	\$20,000	Operational Efficiency
Additional Permalog Loggers	\$2,000	Operational Efficiency
Dickey Road Pump Station Rehabilitation	\$25,000	Long-Term Maintenance
Total Proposed Budget	\$573,000	

After some discussion, Motion by Member Anderson, Seconded by Member Baldauf to approve the 2023 General and Capital Budgets as presented. Motion carried 3-0-1 with Member Fogliani abstaining.

INTERIM DIRECTORS REPORT

Weekly reports were provided to the Members.

The Board was provided with copies and a summary of changes made to the Rules and Regulations that include the following:

Item 66 - Copper and polyethylene tubing (PET) added as options for service lines.
Item 66 - Use of PEXa for service lines 2-inches and smaller.
Item 66 - Tracer wire added for service lines.
Item 92.d – Newly added wording that continues to allow Authority to bill charges for seasonal disconnects (follows the Township’s policy for sewer billing)
Item 114 – Added language to include ability to charge a Capital Improvement Fee.
Item 120 – Added language to include ability to charge program management fee for the backflow prevention program.
Item 141 - Line extension revised to full frontage.
Item 142 - Submission of GPS coordinates and shape file as part of as-builts. PDF and one hard copy also required. No more mylars.
Item 151 - Copper and polyethylene tubing (PET) added as options for service lines.
Item 157 - GPSing of waterline/fittings added.
Item 168 - Testing of tracer wire added.
Item 168 - Use of concrete sand for bedding PVC water lines.
Item 180 - 5-inch Harrington Storz nozzle for fire hydrants.
Item 185 - Use of silt sock in lieu of hay bales.

SD-01 - 5-inch Harrington Storz nozzle for fire hydrants.
SD-05 - Addition of rebar and drain pipe for concrete anchor.
SD-09 - Use of casing spacers in lieu of wood skids.
SD-10, 11, 12, 13 - E&S details updated
SD-17a, 17b - Included new Township details
SD-19 - Copper and polyethylene tubing (PET) added as options for service lines.
SD-21 - Copper and polyethylene tubing (PET) added as options for service lines.

After some discussion, Motion by Member Baldauf, Seconded by Member Fogliani to approve the updated Rules and Regulations as presented. Motion carried.

The Board was updated on the status of bill redesign. Once all reverse style envelopes are used, the new design will begin to be used.

WATER SYSTEM SUPERVISORS REPORT

The Supervisor reported that King of Arms work has been completed, staff have been preparing entry locations for Lee Cherry performing bore work, system wide flushing and One Calls continue to be the maintenance priorities. There was damage reported on a main line off Hardt Rd as a result of a locating issue.

SOLICITOR’S REPORT

The Solicitor advised that the Intermunicipal Agreement with West Deer Township and the Authority has been drafted and provided to the Interim Director for Exhibits to be included. The Solicitor advised that this Agreement be adopted by Resolution of the Board. Therefore, Motion by Member Anderson, Seconded by Member Fogliani adopting Resolution R-1-22, approving the Intermunicipal Agreement between the Authority and West Deer Township for the construction of the Bakerstown Road Waterline Extension. Motion carried.

ENGINEER’S REPORT

Dave Coldren updated the Board on the Bakerstown Road Waterline Ext project with there being a pre construction meeting requested but not yet scheduled. The Rachel Carson EcoVillage project owes a developers application and deposit. TOA Phase 3 earthwork has begun. Lastly, the Rules and Regulations were finalized this past month.

OLD BUSINESS

Update on Bakerstown Road Main Line Extension. All votes 4-0 except budget. Pre Community next week

NEW BUSINESS

The Interim Director made the Board aware that he will be soliciting proposals for the annual audit and will plan to review proposals and provide a recommendation at the next meeting.

There being no more business Motion made by Member Fogliani and seconded by Member Anderson to adjourn the meeting at 7:10 PM.

Respectfully submitted: George Anderson, Secretary

The next regularly scheduled meeting will be held Monday October 10, 2022, at the Richland Township Municipal Authority located at 2012 Kramer Road, Gibsonia, PA.

Jason Dailey
Interim Director

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

MINUTES OF October 10, 2022 REGULAR MEETING

This regularly scheduled monthly meeting was held at the Richland Township Municipal Authority located on Kramer Road. In attendance were Board Members M. Funk, G. Anderson, N. Baldauf, C. Fogliani and Water System Supervisor Scott Treziak. Also in attendance were Interim Director J. Dailey, Solicitor S. Miller, Engineer D. Coldren, Office Administrator April Shepard. Absent was Ben Dorsch.

CALL TO ORDER

Chairman Funk called the regularly scheduled meeting to order at 6:00 P.M.

PLEDGE OF ALLIGENCE

RECOGNITION OF VISITORS

APPROVAL OF AUGUST 8, 2022 REGULAR MEETING MINUTES

Member Anderson requested the minutes to reflect that the HOP called out be clarified to reference the Bakerstown Road Waterline Extension. Motion made by Member Anderson and seconded by Member Baldauf to approve the Minutes with the clarification made. Motion carried.

FINANCE

The Treasurer's Report was submitted

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY
TREASURER'S REPORT

REVENUES RECORDED MONTH OF
Aug-22

Water Bill Collections		\$ 256,433.05	
Miscellaneous		\$ 5,384.73	*see details below
Taps		\$ 3,939.00	
TOTAL		\$ 264,827.78	

MAJOR EXPENDITURES MONTH OF
Aug-22

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BANK BALANCES AS OF
August 31, 2022

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Includes Deposits from:	Chatham University Bunkhouse	
	Chatham University	
	Colony Courts Phase III	
	Gilesoria Business Park	
	Gilesoria Commons	\$ 7,127.50
	Glasgow Road	
	Hunt Club Phase II	

	Orchard Hill	
	Parkview Phase II	
	Traditions of America	

Motion made by Member Fogliani and seconded by Member Baldhauf to accept the Treasurer's Report.
 Motion carried by unanimous vote.

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RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

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*	Bill Pmt -Check	08/30/2022	10560 H AND K CONCRETE LLC	1,400.00
*	Bill Pmt -Check	08/30/2022	10561 JC PAVING & ASPHALT MAINTENANCE LLC	19,925.00
*	Bill Pmt -Check	08/30/2022	10562 JERRY SCHWICKRATH WINDOW CLEANING LLC	110.00
*	Bill Pmt -Check	08/30/2022	10563 LOWES BUSINESS ACCOUNT/SYNCR X7621	188.44
*	Bill Pmt -Check	08/30/2022	10564 MILLER & MILLER PLLC	1,890.00
*	Bill Pmt -Check	08/30/2022	10565 MUNICIPAL WATER AUTH ADAMS TWP	146.25
*	Bill Pmt -Check	08/30/2022	10566 PA RURAL WATER ASSOCIATION	641.00
*	Bill Pmt -Check	08/30/2022	10567 PAYARGO	995.00
*	Bill Pmt -Check	08/30/2022	10568 PRECISION COPY PRODUCTS INC 100861	422.34
*	Bill Pmt -Check	08/30/2022	10569 PRINT KING INC 78	976.86
*	Bill Pmt -Check	08/30/2022	10570 RICHLAND TOWNSHIP 130	1,262.55

09/08/22

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

Payable Vouchers

Type	Date	Num	As of September 12, 2022 Name	Credit
*	Bill Pmt -Check	08/30/2022	10571 VERIZON WIRELESS 742081832-00001	92.46
*	Bill Pmt -Check	08/30/2022	10572 VERIZON WIRELESS 842077142-00001	170.10
*	Check	08/30/2022	6515 SCHNITSKI, DONNA	1,572.25
+	Check	09/01/2022	EFT MARS NATIONAL BANK 94659#	9,000.00
*	Bill Pmt -Check	09/01/2022	10573 MEIT 09000-0290	8,968.50
*	Bill Pmt -Check	09/01/2022	10574 PA DEPT ENVIRONMENTAL PROTECTION 5020018	5,000.00
*	Bill Pmt -Check	09/01/2022	10575 WINTERS, JOHN	259.00
+	Check	09/05/2022	EFT BMO#	334.02
	Bill Pmt -Check	09/06/2022	10576 AUGUSTINE, RYAN	24.42
	Bill Pmt -Check	09/06/2022	10577 COMPUTER FELLOWS INC	168.80
	Bill Pmt -Check	09/06/2022	10578 COUNTY LINE SUPPLY YARD	247.50
	Bill Pmt -Check	09/06/2022	10579 DAVE SUTTER AUTO SERVICE	474.80
	Bill Pmt -Check	09/06/2022	10580 DOUGAL, ADAM	146.32
	Bill Pmt -Check	09/06/2022	10581 HOME DEPOT CREDIT SERVICES X4058	342.42
	Bill Pmt -Check	09/06/2022	10582 LJB WATER SERVICE INC 13167	2,878.50
	Bill Pmt -Check	09/06/2022	10583 PEOPLES 200004361651	23.61
	Bill Pmt -Check	09/06/2022	10584 PEOPLES 200004361735	18.58
	Bill Pmt -Check	09/06/2022	10585 RUSSELL STANDARD 116010	301.15
	Bill Pmt -Check	09/06/2022	10586 VOGEL DISPOSAL SERVICE INC 01 0009372 3	130.86
	Bill Pmt -Check	09/06/2022	10587 WEST VIEW WATER AUTH 60000-0148900-000	110,504.12
+	Check	09/09/2022	EFT ADP#	83.57
+	Check	09/10/2022	EFT BOOKMINDERS RTMAAC	1,599.10
+	Check	09/12/2022	EFT MARS NATIONAL BANK 49656#	7,000.00
Total 1000 - Nextier Bank Checking 3920				364,210.64
1010 - Nextier Bank Payroll 3933				
+	Check	08/18/2022	EFT PAYROLL DIRECT DEPOSIT#	9,931.17
+	Check	08/18/2022	EFT PAYROLL IMPOUNDED TAXES#	4,613.98
+	Check	08/19/2022	EFT MG TRUST#	1,941.72
+	Check	09/01/2022	EFT PAYROLL DIRECT DEPOSIT#	9,650.96
+	Check	09/01/2022	EFT PAYROLL IMPOUNDED TAXES#	4,578.15
Total 1010 - Nextier Bank Payroll 3933				30,715.98
1020 - Nextier Bank MM 3946				
+	Check	08/25/2022	RETURNED DEPOSIT#	86.52
+	Check	08/31/2022	NEXTIER BANK FEE#	30.00
+	Check	08/31/2022	NEXTIER BANK FEE#	220.40
Total 1020 - Nextier Bank MM 3946				336.92
1035 - Mars Bank Dev Escrow 5281				
Total 1035 - Mars Bank Dev Escrow 5281				
TOTAL				395,263.54

*paid prior to meeting
+electronic payment

Motion made by Member Baldauf and seconded by Member Fogliani to approve the Payable Vouchers List as presented. Motion carried by unanimous vote.

The Board was presented with their Monthly Budget Reports that included the Budget to Actual, Balance Sheet for all funds, the Comparative Income Statement and the Monthly Consumption report.

The Interim Director presented the Board with the 2023 Proposed Budget. The proposed revenues are \$2,870,450 and expenditures are \$2,902,146. The Board was also presented with the capital budget as outlined below

Description	Estimated Cost	Benefit
Replacement of new waterlines (includes Bakerstown Road, Carl Lane, Betty Lane and McMorran)	\$500,000	Reduce line breaks.
Water Tank Inspections	\$10,000	Long-Term Maintenance
New Office Equipment	\$15,000	Administrative Efficiency
Insertion Meters	\$20,000	Operational Efficiency
Additional Permalog Loggers	\$2,000	Operational Efficiency
Dickey Road Pump Station Rehabilitation	\$25,000	Long-Term Maintenance
Total Proposed Budget	\$573,000	

After some discussion, Motion by Member Anderson, Seconded by Member Baldauf to approve the 2023 General and Capital Budgets as presented. Motion carried 3-0-1 with Member Fogliani abstaining.

INTERIM DIRECTORS REPORT

Weekly reports were provided to the Members.

The Board was provided with copies and a summary of changes made to the Rules and Regulations that include the following:

Item 66 - Copper and polyethylene tubing (PET) added as options for service lines.
Item 66 - Use of PEXa for service lines 2-inches and smaller.
Item 66 - Tracer wire added for service lines.
Item 92.d – Newly added wording that continues to allow Authority to bill charges for seasonal disconnects (follows the Township’s policy for sewer billing)
Item 114 – Added language to include ability to charge a Capital Improvement Fee.
Item 120 – Added language to include ability to charge program management fee for the backflow prevention program.
Item 141 - Line extension revised to full frontage.
Item 142 - Submission of GPS coordinates and shape file as part of as-builts. PDF and one hard copy also required. No more mylars.
Item 151 - Copper and polyethylene tubing (PET) added as options for service lines.
Item 157 - GPSing of waterline/fittings added.
Item 168 - Testing of tracer wire added.
Item 168 - Use of concrete sand for bedding PVC water lines.
Item 180 - 5-inch Harrington Storz nozzle for fire hydrants.
Item 185 - Use of silt sock in lieu of hay bales.

SD-01 - 5-inch Harrington Storz nozzle for fire hydrants.
SD-05 - Addition of rebar and drain pipe for concrete anchor.
SD-09 - Use of casing spacers in lieu of wood skids.
SD-10, 11, 12, 13 - E&S details updated
SD-17a, 17b - Included new Township details
SD-19 - Copper and polyethylene tubing (PET) added as options for service lines.
SD-21 - Copper and polyethylene tubing (PET) added as options for service lines.

After some discussion, Motion by Member Baldauf, Seconded by Member Fogliani to approve the updated Rules and Regulations as presented. Motion carried.

The Board was updated on the status of bill redesign. Once all reverse style envelopes are used, the new design will begin to be used.

WATER SYSTEM SUPERVISORS REPORT

The Supervisor reported that King of Arms work has been completed, staff have been preparing entry locations for Lee Cherry performing bore work, system wide flushing and One Calls continue to be the maintenance priorities. There was damage reported on a main line off Hardt Rd as a result of a locating issue.

SOLICITOR’S REPORT

The Solicitor advised that the Intermunicipal Agreement with West Deer Township and the Authority has been drafted and provided to the Interim Director for Exhibits to be included. The Solicitor advised that this Agreement be adopted by Resolution of the Board. Therefore, Motion by Member Anderson, Seconded by Member Fogliani adopting Resolution R-1-22, approving the Intermunicipal Agreement between the Authority and West Deer Township for the construction of the Bakerstown Road Waterline Extension. Motion carried.

ENGINEER’S REPORT

Dave Coldren updated the Board on the Bakerstown Road Waterline Ext project with there being a pre construction meeting requested but not yet scheduled.. The Rachel Carson EcoVillage project owes a developers application and deposit. TOA Phase 3 earthwork has begun. Lastly, the Rules and Regulations were finalized this past month.

OLD BUSINESS

Update on Bakerstown Road Main Line Extension. All votes 4-0 except budget. Pre Community next week

NEW BUSINESS

The Interim Director made the Board aware that he will be soliciting proposals for the annual audit and will plan to review proposals and provide a recommendation at the next meeting.

There being no more business Motion made by Member Fogliani and seconded by Member Anderson to adjourn the meeting at 7:10 PM.

Respectfully submitted: George Anderson, Secretary

The next regularly scheduled meeting will be held Monday October 10, 2022, at the Richland Township Municipal Authority located at 2012 Kramer Road, Gibsonia, PA.

Jason Dailey
Interim Director

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

MINUTES OF November 14, 2022 REGULAR MEETING

This regularly scheduled monthly meeting was held at the Richland Township Municipal Authority located on Kramer Road. In attendance were Board Members M. Funk, G. Anderson, N. Baldauf and C. Fogliani. Also in attendance were Interim Director J. Dailey, Solicitor S. Miller, Engineer D. Coldren, Office Administrator April Shepard and System Supervisor Scott Treziak. Absent was B. Dorsch.

CALL TO ORDER

Chairman Funk called the regularly scheduled meeting to order at 6:00 P.M.

PLEDGE OF ALLIGENCE

RECOGNITION OF VISITORS

None were in attendance.

APPROVAL OF October 10, 2022 REGULAR MEETING MINUTES

Motion made by Member Anderson and seconded by Member Baldauf to approve the Minutes as presented. Motion carried.

FINANCE

The Treasurer's Report was submitted

Motion made by Member Anderson and seconded by Member Dorsch to accept the Treasurer's Report. Motion carried by unanimous vote.

The Payable Voucher List was submitted for review:

Motion made by Member Dorsch and seconded by Member Baldauf to approve the Payable Vouchers List as presented. Motion carried by unanimous vote.

The Board was presented with their Monthly Budget Reports that included the Budget to Actual, Balance Sheet for all funds, the Comparative Income Statement and the Monthly Consumption report.

The Interim Director discussed that the 2023 Budget will be presented to the Board at the September meeting.

The Board was presented with a proposal from PayArgo, an e-payment aggregator solution that would reduce the amount of manual entries needed to be made by office staff for payments received daily. Motion to approve the contract by PayArgo including a \$995 setup fee and \$.25 transaction fee by Member Fogliani and Seconded by Member Baldauf. Motion carried by unanimous vote.

INTERIM DIRECTORS REPORT

Weekly reports were provided to the Members. Interim Director updated the Board on the status of the printing and mailing services. The Board was also presented with Operator Fung's profile.

WATER SYSTEM SUPERVISORS REPORT

The Supervisor provided an update on the King of Arms project and that road restoration is all that remains and is expected to be completed by month's end. The Dickey Rd Pump Station work was completed and the system is working as expected. Upcoming work is going to include additional taps at TOA, system wide flushing and hydrant maintenance.

SOLICITOR'S REPORT

There was no report at this time.

ENGINEER'S REPORT

Dave Coldren advised that the Highway Occupancy Permit for Bakerstown Road from PennDOT has been received with a restriction that no lanes can be restricted from 6-9 am and 3-6 pm.

Mr Coldren advised that the Rules and Regulations along with the Standard Details are under final revision and will be submitted to staff for final review. Board approval will be considered at the September meeting.

OLD BUSINESS

The Board discussed the status of the bids received for the Bakerstown Rd waterline extension. Staff recommended approval to the low bid, Bova Construction and have the Engineer work through the contract documents to issue the Notice to Proceed, conditional upon a successful agreement with West Deer Township's \$50,000 contribution to the project. Therefore, Motion by Member Dorsch, Second by Member Anderson to approve the low bid to Bova Construction with conditions as recommended. Motion carried unanimously.

NEW BUSINESS

The Board was presented with the costs associated with account refund checks and a breakdown of how other Utilities handle issuance. Staff recommended the Authority begin issuing refunds for any account owed \$15 or more. Therefore, Motion by Member Dorsch, Seconded by Member Bladauf to issue refunds for accounts owing over \$15. Motion carried unanimously.

The Board was advised of quotes still being received for both King of Arms Drive and the various patch work needed. It was discussed that the Interim Director is given approval to seek out qualified contractors, abide by bid laws and approve so long as the bids are under the bidding threshold for sealed bids.

The Board was provided with a variance request by Mr Schellhaas, who resides along Dickey Road. The property does not have access to main line water along Dickey but does have access off of Grove Road. Staff recommended the variance to connect off Grove Road with the conditions that the Authority is granted right of way along Dickey Road, if the property was ever subdivided, the owner would have to extend the main line along Dickey Road and that a meter pit be installed on Grove Road. Therefore, Motion by Member Fogliani, Seconded by Member Baldauf to approve the variance request for the Schellhaas property. Motion carried unanimously.

The Board adjourned to Executive Session at 7:05 PM. to discuss personnel and property matters.

The Board reconvened the Regular meeting at 7:10 pm.

There being no more business Motion made by Member Fogliani and seconded by Member Baldauf to adjourn the meeting at 7:11 PM.

Respectfully submitted: George Anderson, Secretary

The next regularly scheduled meeting will be held Monday August 8, 2022, at the Richland Township Municipal Authority located at 2012 Kramer Road, Gibsonia, PA.

Jason Dailey
Interim Director

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

MINUTES OF DECEMBER 12, 2022 REGULAR MEETING

This regularly scheduled monthly meeting was held at the Richland Township Municipal Authority located on Kramer Road. In attendance were Board Members M. Funk, B. Dorsch , G. Anderson, N. Baldauf and C. Fogliani. Also in attendance were Interim Director J. Dailey, Solicitor S. Miller, Engineer D. Coldren, and System Supervisor Scott Treziak.

It was announced by Chairman Funk that an Executive Session was held prior to the start of this meeting to discuss a personnel matter.

CALL TO ORDER

Chairman Funk called the regularly scheduled meeting to order at 6:00 P.M.

PLEDGE OF ALLIGENCE

RECOGNITION OF VISITORS

David Leake was present to inquire into the status of his currently vacant business account now being active with a minimum meter charge and capital improvement fee.

Russel Sole from Shepard Rd was present to inquire about a reduction in his bill due to a discovered leak in his home. It was recommended that the owner consider the insurance program offered, no concession was awarded.

APPROVAL OF November 14, 2022 REGULAR MEETING MINUTES

Motion made by Member Baldauf and seconded by Member Fogliani to approve the Minutes as presented. Motion carried 4-0 with Member Dorsch abstaining.

FINANCE

The Treasurer's Report was submitted

**RICHLAND TOWNSHIP MUNICIPAL AUTHORITY
TREASURER'S REPORT**

**REVENUES RECORDED MONTH OF
Nov-22**

Water Bill Collections		\$ 236,617.79	
Miscellaneous		\$ 11,534.75	*see details below
Taxes		\$ 39,264.00	
TOTAL		\$ 287,416.54	

**MAJOR EXPENDITURES MONTH OF
Nov-22**

West View Water Authority - \$104,726.97 - water purchased
 MRM Property Liability & Trust - \$15,532.00 - property insurance
 MEIT - \$8,968.60 - health insurance
 Dailey Operation Consulting - \$5,000.00 - consulting

**BANK BALANCES AS OF
November 30, 2022**

			Int Rate
Nextier Money Market		\$ 1,256,237.06	3.28%
Nextier Revenue Account		\$ 9,053.44	N/A
Nextier Payroll Account		\$ -	N/A
Nextier Savings		\$ 78,186.49	1.98%
TOTAL BALANCE		\$ 1,343,476.99	

***Miscellaneous Revenue**

Lien Letters	\$ 275.00
Mobile Home Parks	\$ 3,544.82
Bulk Water	\$ 4,413.98
Public Fire Invoices	\$ -
Private Fire Invoices	\$ -
Tank Antenna Rental	\$ -
Meter Pit Sales	\$ -
Interest, Discounts, Misc	\$ 3,300.95
TOTAL	\$ 11,534.75

Loans	Payment	Interest Rate	Balance	Matures
Mars Bank Tank Loan	\$ 9,000.00	3.45%	\$ 270,872.43	7/1/2028
Mars Bank Mortgage	\$ 7,000.00	3.82%	\$ 642,255.72	3/12/2035
		TOTAL BALANCE	\$ 913,128.15	

Developer Escrow Account	Interest Rate	Balance
Mars Bank Developers Escrow	0.01%	\$ 31,570.32
Includes Deposits from:	Interest	\$ 0.85
	Chatham University Bunkhouse	\$ 3,803.50
	Chatham University	CLOSED
	Colony Courts Phase III	\$ 3,153.54
	Gibsonia Business Park	CLOSED
	Gibsonia Commons	\$ 6,716.25
	Glasgow Road	CLOSED
	Hunt Club Phase II	CLOSED

	Orchard Hill	CLOSED
	Parkview Phase II	CLOSED
	Traditions of America	\$ 17,896.18

Motion made by Member Dorsch and seconded by Member Baldauf to accept the Treasurer's Report.

Motion carried by unanimous vote.

The Payable Voucher List was submitted for review:

1000000		RICHLAND TOWNSHIP MUNICIPAL AUTHORITY				
		Payable Vouchers				
		As of December 31, 2022				
	Type	Date	Num	Name	Credit	
1000 - Nether Bank Checking 3720						
+	Check	11/18/2022	EFT	ADP#	88.87	
+	Check	11/21/2022	EFT	BURGESS LIGHT COMPANY 1086-255-400	340.22	
+	Bill Pmt - Check	11/02/2022	10869	ADVANCE AUTO PARTS 102996964	37.49	
+	Bill Pmt - Check	11/02/2022	10869	ALLEGHENY COUNTY TREASURER	50.00	
+	Bill Pmt - Check	11/02/2022	10869	CINTRA 10299929	104.32	
+	Bill Pmt - Check	11/02/2022	10891	COMPUTER FELLOWS INC	402.09	
+	Bill Pmt - Check	11/02/2022	10892	CYPR ENVIRONMENTAL INC	394.00	
+	Bill Pmt - Check	11/02/2022	10893	DAVE CUTLER AUTO SERVICE	1,389.96	
+	Bill Pmt - Check	11/02/2022	10894	DEMLINCE GENTECH H4014-3	2,582.43	
+	Bill Pmt - Check	11/02/2022	10895	FERGUSON, DENNIS J USA	10.00	
+	Bill Pmt - Check	11/02/2022	10896	JOHNSON, TRAVIS	140.01	
+	Bill Pmt - Check	11/02/2022	10897	MLH ENGINEERS INC 10141	1,277.00	
+	Bill Pmt - Check	11/02/2022	10898	LEWONE	50.00	
+	Bill Pmt - Check	11/02/2022	10899	LINDY PAULS INC	1,154.47	
+	Bill Pmt - Check	11/02/2022	10700	MICHAEL C LICHINA TRUCKING INC	412.00	
+	Bill Pmt - Check	11/02/2022	10701	MGM PROPERTY LIABILITY & TRUST BROTON	15,502.00	
+	Bill Pmt - Check	11/02/2022	10702	NATIONAL ROAD UTILITY SUPPLY INC	412.00	
+	Bill Pmt - Check	11/02/2022	10703	PENNSYLVANIA ONE CALL SYSTEM INC RAJ	479.00	
+	Bill Pmt - Check	11/02/2022	10704	PRINT KING INC TN	1,599.82	
+	Bill Pmt - Check	11/02/2022	10705	RENTAL TIME GENERAL RENTAL CENTER INC	6.98	
+	Bill Pmt - Check	11/02/2022	10706	RICHLAND TOWNSHIP ISO	1,171.75	
+	Bill Pmt - Check	11/02/2022	10707	CUTLER, THOMAS	493.06	
+	Bill Pmt - Check	11/02/2022	10708	TRACTOR SUPPLY CO.-AP	140.87	
+	Bill Pmt - Check	11/24/2022	10709	WEST 10600-0290	3,693.00	
+	Check	12/01/2022	EFT	WAPS NATIONAL BANK 140290	9,000.00	
+	Check	12/01/2022	EFT	WIRELESS WIRELESS 1401740-20001	170.70	
+	Check	02/02/2022	EFT	WIRELESS WIRELESS 14021033-20001	92.00	
+	Check	02/02/2022	EFT	WORLD DISPOSAL SERVICE INC 01 00000703	195.00	
+	Check	02/02/2022	EFT	ADP#	88.87	
+	Check	12/05/2022	EFT	EMCF	572.82	
+	Bill Pmt - Check	12/06/2022	10710	SAS TECHNOLOGIES	1,719.25	
+	Bill Pmt - Check	12/06/2022	10711	ARENDESEH, JEAN	652.40	
+	Bill Pmt - Check	12/06/2022	10712	ARMSTRONG CONTRACTORS	294.35	
+	Bill Pmt - Check	12/06/2022	10713	CHEERY CONTRACTING INC	2,450.00	
+	Bill Pmt - Check	12/06/2022	10714	CINTRA 10299929	146.93	
+	Bill Pmt - Check	12/06/2022	10715	DAVE CUTLER AUTO SERVICE	782.96	
+	Bill Pmt - Check	12/06/2022	10716	DEMLINCE GENTECH H4014-3	320.00	
+	Bill Pmt - Check	12/06/2022	10717	JERRY SCHWIKRATH WINDOW CLEANING LLC	110.00	
+	Bill Pmt - Check	12/06/2022	10718	LOWES BUSINESS ACCOUNTS/TWCS 17921	190.00	
+	Bill Pmt - Check	12/06/2022	10720	NATIONAL ROAD UTILITY SUPPLY INC	590.44	
+	Bill Pmt - Check	12/06/2022	10721	RA SEPT ENVIRONMENTAL PROTECTION 5000016	3,600.00	
+	Bill Pmt - Check	12/06/2022	10722	PEOPLES 200045678	371.36	
+	Bill Pmt - Check	12/06/2022	10723	PEOPLES 200045678	16.58	
+	Bill Pmt - Check	12/06/2022	10724	PRECISION COPY PRODUCTS INC 109961	454.95	
+	Bill Pmt - Check	12/06/2022	10725	PURCHASE POWER 0000-0000-0000-0001	50.04	
+	Bill Pmt - Check	12/06/2022	10726	RENTAL TIME GENERAL RENTAL CENTER INC	62.95	
+	Bill Pmt - Check	12/06/2022	10727	VEREZA, TAMMY	390.00	
+	Bill Pmt - Check	12/06/2022	10728	WEST VIEW WATER AUTH 0000-148000-000	112,412.00	
+	Bill Pmt - Check	12/06/2022	10729	WINTERS, JOHN	220.00	
+	Check	10/10/2022	EFT	SOCHMADERS RT11A/C	1,938.40	
+	Check	10/12/2022	EFT	WAPS NATIONAL BANK 40000	7,000.00	
					<u>187,494.08</u>	
Total 1000 - Nether Bank Checking 3900						
1070 - Nether Bank Payroll 3800						
+	Check	11/04/2022	EFT	PAYROLL DIRECT DEPOSIT#	10,808.27	
+	Check	11/04/2022	EFT	PAYROLL EMPLOYERS TAXES#	5,049.50	
+	Check	11/06/2022	EFT	MC TRUST#	4,282.28	
					<u>19,939.95</u>	
Total 1070 - Nether Bank Payroll 3900						
1020 - Nether Bank MM 3245						
+	Check	11/02/2022	EFT	RETURNED DEPOSIT#	50.00	
+	Check	11/02/2022	EFT	RETURNED DEPOSIT#	0.00	
+	Check	11/02/2022	EFT	RETURNED DEPOSIT#	0.00	

12/08/22

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

Payable Vouchers

As of December 12, 2022

Type	Date	Num	Name	Credit
+	Check	11/23/2022	EFT RETURNED DEPOSIT#	52.84
+	Check	11/23/2022	EFT RETURNED DEPOSIT#	137.04
+	Check	11/30/2022	EFT NEXTIER BANK FEE#	214.70
+	Check	11/30/2022	EFT NEXTIER BANK FEE#	30.00
Total 1020 - Nextier Bank MM 3946				494.58
1035 - Mars Bank Dev Escrow 5281				
*	Bill Pmt-Check	11/29/2022	1553 MILLER & MILLER PLLC	2,549.02
Total 1035 - Mars Bank Dev Escrow 5281				2,549.02
TOTAL				202,158.63

*paid prior to meeting
+electronic payment

Motion made by Member Dorsch and seconded by Member Baldauf to approve the Payable Vouchers List as presented. Motion carried by unanimous vote.

The Board was presented with their Monthly Budget Reports that included the listed Capital Projects Budget, Budget to Actual, Balance Sheet for all funds, the Comparative Income Statement and the Monthly Consumption report.

The Board was presented with a budget amendment that increases the Commercial Consumption Revenue by \$32,146. This amendment would raise the estimated revenue for the year to \$2,902,596. After a brief review by the Interim Director, Motion by Member Dorsch, Seconded by Member Anderson to approve the budget amendment as presented. Motion carried.

INTERIM DIRECTORS REPORT

Weekly reports were provided to the Members.

The Board was presented with proposed Resolution 02-22 that recommends the destruction of the following records in accordance with the Authority's adopted Records Disposition policy of:

- Edmunds Generated Reports Keep 7 years
- Bank Deposit Records Keep 7 years
- Bill Payments Made by the Authority Keep 7 years
- Meter Readings Keep 5 years

The following records were presented for destruction:

Year Box Was Filed	Description of Contents	Recommended Destruction Date
10.1.2012 - 9.30.2013	Edmunds deposit reports	9.30.2020
10.1.2016 - 9.30.2017	Meter Reading	9.30.2022
10.1.2014 - 9.30.2015	Edmunds	9.30.2020
2021-2021	Paid bills	12.31.2020
10.1.2013-9.30.2014	Edmunds deposit reports	9.30.2021
10.1.2013-9.30.2014	Edmunds deposit reports	9.30.2021
10.1.2014-9.30.2015	Edmunds deposit reports	9.30.2020
10.1.2009-9.30.2009	Revenue and payroll and investments	9.30.2016
10.1.2009-9.30.2010	Accounting	9.30.2017
10.1.2011-9.30.2012	Deposits	9.30.2019
10.1.2013-9.30.2014	Meter Reading	9.30.2021
2016-2019	Backflow	9.30.2022
2013-2015	Deposits	9.30.2022
10.1.2015-9.30.2016	Meter Reading	9.30.2021

After a brief discussion, Motion by Member Anderson, Seconded by Member Dorsch to approve Resolution 02-22 authorizing the destruction of the presented records. Motion carried.

Interim Director, Jason Dailey, presented the Authority Board with a proposed contract for 2023 for professional consulting services by Dailey Operation Consulting LLC, not to exceed \$5,000 / mo, the same as 2022. The Board requested the contract to be revised to increase to a 60 day notice to terminate

by either party which was agreed. After brief discussion, Motion by Member Anderson, Seconded by Member Baldauf to approve the proposal as amended. Motion carried.

The Board was updated on the WIPP payment portal with Edmunds and was advised it will be ready when the website goes live in January.

WATER SYSTEM SUPERVISORS REPORT

Supervisor Trecziak provided the Board with a visual of the break on McMorrان Rd and a recent hydrant stem issue that was discovered as well. One Call tickets were reported to be increasing and taking significant staff time. TOA Phase 3 has requested 18 taps and may be paving soon. The monthly report was provided for the Boards consideration below as well.

Water System Supervisors Report
November 2022

	Month	Year
Final Readings	22	224
Backflow inspections	8	76
New service customer sign up	17	26
New Service customer metered	8	59
Service line locate	90	642
Main line locate	141	1112
Service Line Inspection	0	35
Meter Change out	7	39
Radio Read Install	8	59
Service shut off	9	32
Service turn on	0	23
Service Leaks	0	8
Misc Service calls	11	83
Main line Breaks	4	16
Total number of taps	3	59
Bore	2	27
Short	1	30

	October 2022	October 2021	Yr to Date
Total Water Purchased/West View	20,603,000 (-3.5%)	19,892,000	233,337,000(-1.5%)
Total Water used/Richland Tank	11,844,000 (-3.8%)	12,381,000	131,874,000(-4.2%)
Total Water used/Bakerstown Tank	8,759,000 (-15.3%)	7,591,000	101,463,000(-1.5%)
Average Water use/31 days West View	687,000	669,000	699,000
Average Water use/31 days Richland	395,000	410,000	395,000
Average Water use/31 days Bakerstown	292,000	253,000	304,000
Peak day demand/system	752,000	872,000	925,000
Peak day demand/Richland Tank	442,000	463,000	515,000
Peak day demand/Bakerstown Tank	329,000	435,000	513,000
Total Precipitation	3.61	2.24	36.56

SOLICITOR'S REPORT

Solicitor Miller updated the Board on the status of the dedication and acceptance of Phases 1 & 2. There has been no additional action by TOA to provide the easement so this is not approved yet. Phase 3 Developers Agreement has not been returned as of yet and there was a recent change in the operations management at TOA. West Deer Township was provided with their signed copy of the Bakerstown Waterline Ext agreement.

ENGINEER'S REPORT

Dave Coldren reported on the status of the Bakerstown Road Waterline Extension and that Bova Const has begun to make taps of service lines now that the line has passed pressure testing.

KLH has received the first payment request from Bova Excavating LLC in the amount of \$261,946.31 and reviewed and is recommending approval with \$29,105.15 being retained to complete the project. After some discussion, Motion by Member Fogliani, Seconded by Member Dorsch to approve the pay request as submitted. Motion carried.

KLH advised the Board that the payment request from Bova and subsequent payment can be submitted to the Commonwealth Financing Authority for reimbursement from the awarded grant in the full amount of \$175,000.00 and requested approval to submit. After some discussion, Motion by Member Fogliani, Seconded by Member Anderson to approve KLH assemble and submit the necessary reimbursement paperwork to the CFA. Motion carried.

OLD BUSINESS

The Board was presented with the bid results from the Carl and Betty Ln waterline installation bid which were as follows:

Contractor	Bid
CRS Contracting	\$149,999.00
Rudzik Excavating	\$154,049.00
Protocol	\$154,985.50
J.S. Bova Excavating	\$177,321.37
S.E.T., Inc.	\$197,540.34
Independent Enterprises	\$198,850.00
Mortimer's Excavating	\$218,030.00
M. O'Herron	\$267,900.00
W.A. Petrakis	\$271,505.00

KLH reviewed the bid results and recommended award to the lowest bidder, CRS, who stated they are 8-10 weeks out on material orders. After some discussion, Motion by Member Baldauf, Seconded by Member Anderson to award the contract to CRS Contracting in the amount of \$149,999. Motion carried.

NEW BUSINESS

The Interim Director presented the Board with a Resolution for the COVID-19 ARPA Small Water and Sewer Grant application. The application is being completed for the purchase and installation of a new Automated Meter Reading System and leak detection software. The total grant application is for \$671,899. The application has a 15% match of \$75,000 and the total the Authority would pay for this system improvement would be \$171,899, which would include the matching requirement. After some discussion, Motion by Member Fogliani, Seconded by Member Baldauf to approve the application, fee and Resolution 03-22. Motion carried unanimously.

The Board was presented with Resolution 04-22 for the COVID-19 ARPA H2O Water and Sewer Grant application. This application is being developed for the replacement of 9400' of 8" waterline along Meridian Road and for permalogger leak detection hardware. The total application amount is \$1,217,868 and requires a 50% match by the Authority which would be \$608,934. After some discussion, Motion by Member Baldauf, Seconded by Member Dorsch to approve Resolution 04-22 and have this grant application submitted. Motion carried 4-1 with Member Fogliani dissenting.

There being no more business Motion made by Member Fogliani and seconded by Member Baldauf to adjourn the meeting at 7:28 PM.

Respectfully submitted: George Anderson, Secretary

The next regularly scheduled meeting will be held Monday January 9, 2022, at the Richland Township Municipal Authority located at 2012 Kramer Road, Gibsonia, PA.

Jason Dailey
Interim Director