

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

MINUTES OF JANUARY 9, 2023 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 (via conference call), N. Baldauf and C. Fogliani. Also in attendance were Interim Director J. Dailey, Solicitor S. Miller, Engineer D. Coldren, and System Supervisor Scott Treziak.

CALL TO ORDER

PLEDGE OF ALLIGENCE

Interim Director Dailey called the regularly scheduled meeting to order at 6:00 P.M with Nominations for Reorganization of the Board.

A call for nominations for the Chairman of the Board were made. Motion made by Member Balduaf and seconded by Member Fogliani to appoint Member Funk as Chairman of the Board. Motion carried by unanimous vote.

A call for nominations for the Vice Chairman of the Board were made. Motion made by Member Funk and seconded by Member Fogliani to appoint Member Balduaf as Vice Chairman of the Board. Motion carried by unanimous vote.

A call for nominations for the Secretary of the Board were made. Motion made by Member Funk and seconded by Member Baldauf to appoint Member Anderson as Secretary of the Board. Motion carried by unanimous vote.

A call for nominations for the Treasurer of the Board were made. Motion made by Member Balduaf and seconded by Member Dorsch to appoint Member Fogliani as Treasurer of the Board. Motion carried by unanimous vote.

A call for nominations for the Assistant Treasurer/ Secretary of the Board were made. Motion made by Member Funk and seconded by Member Fogliani to appoint Member Dorsch as Asst Secretary/Treasurer of the Board. Motion carried by unanimous vote.

RECOGNITION OF VISITORS

No visitors were present

APPROVAL OF December 12, 2022 REGULAR MEETING MINUTES

Motion made by Member Baldauf and seconded by Member Dorsch 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
Dec-22**

Water Bill Collections		\$ 211,473.71	
Miscellaneous		\$ 5,864.37	*see details below
Taps		\$ 10,440.00	
TOTAL		\$ 227,778.08	

**MAJOR EXPENDITURES MONTH OF
Dec-22**

JS Bova Excavating LLC - \$261,946.31 - WIP Bakerstown Culmerville Road Water Line Replacement
 West View Water Authority - \$112,102.38 - water purchased
 Eastern Alliance Insurance - \$5,139.00 - Workers Compensation
 PA Department Environmental Protection - \$5,000.00 - compliance fee
 Dailey Operation Consulting - \$5,000.00 - consulting

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

			Int Rate
Nextier Money Market		\$ 1,152,821.72	3.44%
Nextier Revenue Account		\$ -	N/A
Nextier Payroll Account		\$ -	N/A
Nextier Savings		\$ 78,781.67	3.09%
TOTAL BALANCE		\$ 1,231,603.39	

***Miscellaneous Revenue**

Lien Letters	\$ 375.00
Mobile Home Parks	\$ -
Bulk Water	\$ 801.48
Public Fire Invoices	\$ -
Private Fire Invoices	\$ -
Tank Antenna Rental	\$ 600.00
Meter Pit Sales	\$ 164.00
Interest, Discounts, Misc	\$ 3,923.89
TOTAL	\$ 5,864.37

Loans	Payment	Interest Rate	Balance	Matures
Mars Bank Tank Loan	\$ 9,000.00	3.45%	\$ 262,703.10	7/1/2028
Mars Bank Mortgage	\$ 7,000.00	3.82%	\$ 637,163.94	3/12/2035
		TOTAL BALANCE	\$ 899,867.04	

Developer Escrow Account	Interest Rate	Balance
Mars Bank Developers Escrow	0.01%	\$ 29,686.30
Includes Deposits from:	Interest	\$ 1.13
	Chatham University Bunkhouse	\$ 3,803.50
	Colony Courts Phase III	\$ 3,153.54
	Gibsonia Commons	\$ 6,278.25
	Traditions of America	\$ 16,449.88

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

The Payable Voucher List was submitted for review:

01/05/23

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

Payable Vouchers

As of January 9, 2023

	Type	Date	Num	Name	Credit
1000 - Nextier Bank Checking 3920					
+	Check	12/15/2022	ACH	NEXTier BANK FEE#	36.00
+	Check	12/16/2022	EFT	ADP#	83.57
*	Bill Pmt -Check	12/20/2022	10730	540 TECHNOLOGIES	1,395.00
*	Bill Pmt -Check	12/20/2022	10731	ADVANCE AUTO PARTS 1239009494	64.74
*	Bill Pmt -Check	12/20/2022	10732	BAJUS, MICHAEL*	150.00
*	Bill Pmt -Check	12/20/2022	10733	BLACK, BONNIE	111.78
*	Bill Pmt -Check	12/20/2022	10734	CARLSON, SALLY	26.00
*	Bill Pmt -Check	12/20/2022	10735	CINTAS 11899809	78.11
*	Bill Pmt -Check	12/20/2022	10736	CLEVELAND BROTHERS EQUIP CO INC 0153555	300.59
*	Bill Pmt -Check	12/20/2022	10737	COMPUTER FELLOWS INC	234.64
*	Bill Pmt -Check	12/20/2022	10738	CWM ENVIRONMENTAL INC	2,775.00
*	Bill Pmt -Check	12/20/2022	10739	DAILEY OPERATION CONSULTING LLC	5,000.00
*	Bill Pmt -Check	12/20/2022	10740	EASTERN ALLIANCE INSURANCE 0000528845	5,139.00
*	Bill Pmt -Check	12/20/2022	10741	FUNG, BRIAN*	150.00
*	Bill Pmt -Check	12/20/2022	10742	GAERTNER, PETER	108.94
*	Bill Pmt -Check	12/20/2022	10743	GRAINGER 820751105	1,392.98
*	Bill Pmt -Check	12/20/2022	10744	HTBS CREDIT 436942	9.70
*	Bill Pmt -Check	12/20/2022	10746	MITCHELL, CHELSIE	179.14
*	Bill Pmt -Check	12/20/2022	10747	NATIONAL ROAD UTILITY SUPPLY INC	738.84
*	Bill Pmt -Check	12/20/2022	10748	PITTSBURGH POST-GAZETTE 4749	636.35
*	Bill Pmt -Check	12/20/2022	10749	PRINT KING INC 78	76.57
*	Bill Pmt -Check	12/20/2022	10750	RENTAL TIME GENERAL RENTAL CENTER INC	151.39
*	Bill Pmt -Check	12/20/2022	10751	RICHLAND TOWNSHIP 130	1,100.37
*	Bill Pmt -Check	12/20/2022	10752	SHEERIN, MARIA	101.04
*	Bill Pmt -Check	12/20/2022	10753	UPRIGHT, CARL	38.52
*	Bill Pmt -Check	12/20/2022	10754	WADDELL, MARILYN	92.42
*	Bill Pmt -Check	12/20/2022	10755	WADE, NATHANIEL	145.46
*	Bill Pmt -Check	12/20/2022	10756	WILL, KURT*	150.00
*	Bill Pmt -Check	12/20/2022	10757	HTBS CREDIT 436942	106.20
*	Bill Pmt -Check	12/20/2022	10758	CHERRY CONTRACTING INC	1,200.00
*	Bill Pmt -Check	12/20/2022	10759	MEIT 09000-0290	469.62
+	Check	12/21/2022	EFT	DUQUESNE LIGHT COMPANY 1586-230-000	385.73
+	Check	12/23/2022	EFT	DUQUESNE LIGHT 6848-207-443	1,390.26
+	Check	12/23/2022	EFT	DUQUESNE LIGHT 6848-207-443	1,373.01
*	Bill Pmt -Check	12/28/2022	10760	JS BOVA EXCAVATING LLC	261,946.31
+	Check	01/01/2023	EFT	ADP#	83.57
+	Check	01/01/2023	EFT	MARS NATIONAL BANK 94659#	9,000.00
+	Check	01/02/2023	EFT	VOGEL DISPOSAL SERVICE INC 01 0009372 3	135.05
*	Bill Pmt -Check	01/03/2023	10761	540 TECHNOLOGIES	11,995.00
*	Bill Pmt -Check	01/03/2023	10762	ALLEGHENY SAFE AND LOCK INC	1,244.33
*	Bill Pmt -Check	01/03/2023	10763	ARMSTRONG 0581275-01	204.35
*	Bill Pmt -Check	01/03/2023	10764	ATCO PROPERTIES	583.30
*	Bill Pmt -Check	01/03/2023	10765	CHIARAMONTE, ROY	45.68
*	Bill Pmt -Check	01/03/2023	10766	DEEMS PLUMBING LLC	85.00
*	Bill Pmt -Check	01/03/2023	10767	JERRY SCHWICKRATH WINDOW CLEANING LLC	110.00
*	Bill Pmt -Check	01/03/2023	10768	LB WATER SERVICE INC	2,480.10
*	Bill Pmt -Check	01/03/2023	10769	LOWES BUSINESS ACCOUNT/SYNCB X7621	414.76
*	Bill Pmt -Check	01/03/2023	10770	MCCLYMONDS SUPPLY & TRANSIT RICHTWP	1,802.39
*	Bill Pmt -Check	01/03/2023	10771	MEIT 09000-0290	9,438.22
*	Bill Pmt -Check	01/03/2023	10772	MILLER & MILLER PLLC	1,399.50
*	Bill Pmt -Check	01/03/2023	10773	NATIONAL ROAD UTILITY SUPPLY INC	2,379.56
*	Bill Pmt -Check	01/03/2023	10774	PRECISION COPY PRODUCTS INC 100861	123.75
*	Bill Pmt -Check	01/03/2023	10775	RICHLAND TWP SEWER ACCT 301018	203.07
*	Bill Pmt -Check	01/03/2023	10776	USABLUEBOOK 77001	1,075.71
*	Bill Pmt -Check	01/03/2023	10777	VENEZIA, TAMMY	300.00
*	Bill Pmt -Check	01/03/2023	10778	WALMART CAPITAL ONE 641039	95.86
*	Bill Pmt -Check	01/03/2023	10779	WINTERS, JOHN	259.00
+	Check	01/04/2023	EFT	VERIZON WIRELESS 842077142-00001	170.10
+	Check	01/04/2023	EFT	VERIZON WIRELESS 742081832-00001	92.25
+	Check	01/05/2023	EFT	COMPUTER FELLOWS INC	234.64
+	Check	01/05/2023	EFT	COMPUTER FELLOWS INC	167.42
+	Check	01/09/2023	EFT	DUQUESNE LIGHT 6848-207-443	969.00

01/05/23

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

Payable Vouchers

As of January 9, 2023

	Type	Date	Num	Name	Credit
Total 1000 - Nextier Bank Checking 3920					332,428.89
1010 - Nextier Bank Payroll 3933					
+	Check	12/19/2022	EFT	MG TRUST#	2,027.18
+	Check	12/22/2022	EFT	PAYROLL DIRECT DEPOSIT#	10,675.71
+	Check	12/22/2022	EFT	PAYROLL IMPOUNDED TAXES#	5,100.92
+	Check	01/05/2023	EFT	PAYROLL DIRECT DEPOSIT#	10,091.08
+	Check	01/05/2023	EFT	PAYROLL IMPOUNDED TAXES#	4,848.99
+	Check	01/09/2023	EFT	MG TRUST#	2,026.73
Total 1010 - Nextier Bank Payroll 3933					34,770.61
1020 - Nextier Bank MM 3946					
+	Check	12/23/2022	EFT	NEXTIER BANK FEE#	203.30
+	Check	12/30/2022	EFT	NEXTIER BANK FEE#	30.00
Total 1020 - Nextier Bank MM 3946					233.30
1035 - Mars Bank Dev Escrow 5281					
*	Bill Pmt -Check	12/16/2022	1556	MILLER & MILLER PLLC	1,127.30
Total 1035 - Mars Bank Dev Escrow 5281					1,127.30
TOTAL					368,560.10

*paid prior to meeting
+electronic payment

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

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. A brief presentation was made on the new Authority website that will go live on 1/12/23 that will include the new Edmunds WIPP payment portal for online payments, which staff are being trained to use on 1/10/23.

Mr. Dailey presented a proposal from Toshiba Copiers for a new color inclusive copier/scanner/printer at a cost of \$136.46 / mo for 63 months. After brief discussion, MOTION by Member Fogliani, Seconded by Member Dorsch to approve the proposal as presented. Motion carried.

WATER SYSTEM SUPERVISORS REPORT

Supervisor Trecziak provided pictures and explanations of several break repairs this past month including Ewalt Rd, two on Northfield Road and Peach Road. He also reviewed a hydrant repair from a vehicle accident and discussed how the new Permaloggers are installed and are read easier.

Water System Supervisors Report
December 2022

	Month	Year
Final Readings	18	242
Backflow inspections	3	79
New service customer sign up	5	31
New Service customer metered	3	62
Service line locate	112	754
Main line locate	146	1258
Service Line Inspection	1	36
Meter Change out	10	49
Radio Read Install	3	62
Service shut off	4	36
Service turn on	5	28
Service Leaks	0	8
Misc Service calls	14	97
Main line Breaks	4	20
Total number of taps	3	62
Bore	1	28
Short	2	32

	December 2022	December 2021	Yr to Date
Total Water Purchased/West View	21,496,000 (+4.2%)	20,624,000	254,833,000(-2.5%)
Total Water used/Richland Tank	13,201,000 (+4.8%)	12,596,000	145,075,000(-4.8%)
Total Water used/Bakerstown Tank	8,295,000 (+3.3%)	8,028,000	109,758,000(-1.1%)
Average Water use/31 days West View	693,000	665,000	698,000
Average Water use/31 days Richland	426,000	362,000	397,000
Average Water use/31 days Bakerstown	267,000	259,000	301,000
Peak day demand/system	871,000	772,000	925,000
Peak day demand/Richland Tank	565,000	494,000	565,000
Peak day demand/Bakerstown Tank	306,000	357,000	513,000
Total Precipitation	2.16	4.30	38.72

The Board thanked the operations crew for their hard work during this past month responding to breaks while also performing their routine work. After some discussion, MOTION By Member Baldauf, Seconded by Member Fogliani approving a paid half day off for Friday January 13, 2023. Motion carried.

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 been returned signed by the Developer to the Authority with the appropriate bond. The Agreement now needs signed and by the Authority and a copy provided to the Developer.

Solicitor Miller presented the Board with the Addendum to the Intermunicipal Agreement with West Deer Township that now includes Carl and Betty Lane waterline extension and their \$25,000 commitment to the project. A Resolution is now necessary to approve the Addendum. After some discussion, MOTION by Member Fogliani, Seconded by Member Baldauf to approve Resolution 01-2023 approving the Addendum. Motion carried.

ENGINEER'S REPORT

Dave Coldren reported Bakerstown Road Waterline Extension is complete and that the second payment request was received that will include the Authority withholding \$5,000 in retainage for springtime restoration that may be needed.

Mr. Coldren announced that CRS started work on Betty Ln and has approximately 180' installed. Mr. Dailey requested the contractor's laydown area be evaluated.

OLD BUSINESS

KLH reviewed the second payment request from JS Bova for the work completed on Bakerstown Road and have recommended approving with appropriate retainage. After some discussion, Motion by Member Fogliani, Seconded by Member Baldauf to approve payment of \$27,718.82 and to retain \$5,000 from the contract for springtime restoration work. Motion carried.

NEW BUSINESS

The Board approved the design and replacement of the McMorran Road waterline after receiving grant approval. The design is approximately 50% complete. After some discussion, MOTION by Member Dorsch, Seconded by Member Baldauf to authorize the advertisement and bid for the project. Motion carried.

There being no more business Motion made by Member Dorsch and seconded by Member Baldauf to adjourn the meeting at 7:05 PM.

Respectfully submitted: George Anderson, Secretary

The next regularly scheduled meeting will be held Monday February 13, 2023, at the Richland Township Municipal Authority located at 2012 Kramer Road, Gibsonia, PA.

Jason Dailey
Interim Director