

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

MINUTES OF MARCH 13, 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, 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. Absent was Member B. Dorsch.

CALL TO ORDER

PLEDGE OF ALLIGENCE

Chairman Funk called the meeting to order at 6 pm

RECOGNITION OF VISITORS

No visitors were present

APPROVAL OF the JANUARY 9, 2023 REGULAR MEETING MINUTES

Motion made by Member Baldauf and seconded by Member Anderson to approve the Minutes as presented. It was noted there was no meeting in February 2023. Motion carried.

FINANCE

The Treasurer's Report was submitted and read by Treasurer Fogliani.

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

**REVENUES RECORDED MONTH OF  
Feb-23**

Water Bill Collections		\$ 233,401.11	
Miscellaneous		\$ 11,837.67	*see details below
Taps		\$ 9,258.00	
<b>TOTAL</b>		<b>\$ 254,496.78</b>	

**MAJOR EXPENDITURES MONTH OF  
Feb-23**

CRS Contracting LLC - \$119,861.56 - Carl & Betty Lanes - Capital Improvement  
 West View Water Authority - \$97,407.55 - Water Purchase  
 KLH Engineers, Inc - \$16,168.60 - Engineering and Capital Improvement Expenses  
 Vendilli Digital Group - \$5,420.00 - Website Development  
 Dailey Operation Consulting - \$5,000.00 - Consulting

**BANK BALANCES AS OF  
February 28, 2023**

			Int Rate
Nextier Money Market		\$ 1,230,451.94	3.71%
Nextier Revenue Account		\$ 4,487.09	N/A
Nextier Payroll Account		\$ 16,455.77	N/A
Nextier Savings		\$ 78,781.67	3.09%
<b>TOTAL BALANCE</b>		<b>\$ 1,330,176.47</b>	

**\*Miscellaneous Revenue**

Lien Letters	\$ 125.00
Mobile Home Parks	\$ 7,055.96
Bulk Water	\$ 567.30
Public Fire Invoices	\$ -
Private Fire Invoices	\$ -
Tank Antenna Rental	\$ -
Meter Pit Sales	\$ -
Interest, Discounts, Misc	\$ 4,089.41
<b>TOTAL</b>	<b>\$ 11,837.67</b>

Loans	Payment	Interest Rate	Balance	Matures
Mars Bank Tank Loan	\$ 9,000.00	3.45%	\$ 246,273.99	7/1/2028
Mars Bank Mortgage	\$ 7,000.00	3.82%	\$ 627,273.99	3/12/2035
		<b>TOTAL BALANCE</b>	<b>\$ 873,547.98</b>	

Developer Escrow Account	Interest Rate	Balance
Mars Bank Developers Escrow	0.01%	\$ 23,036.70
Includes Deposits from:	Interest	\$ 1.42
	Chatham University Bunkhouse	\$ 3,803.50
	Colony Courts Phase III	\$ 3,153.54
	Gibsonia Commons	\$ 6,278.25
	Traditions of America	\$ 9,799.99

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

The Payable Voucher List was submitted for review for the months of February and March:

February's Payable Vouchers were presented as follows:

02/15/23

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY  
 Payable Vouchers  
 As of February 21, 2023

Type	Date	Num	Name	Credit
1000 - Nextier Bank Checking 3520				
Check	01/10/2023	EFT	BOOKMINDERS RTMAAC	1,679.60
Check	01/10/2023	EFT	PITNEY BOWES INC 0011945157	99.00
Check	01/12/2023	EFT	MARS NATIONAL BANK 49666#	7,000.00
Check	01/13/2023	EFT	ADP#	82.06
Check	01/14/2023	EFT	COMPUTER FELLOWS INC	168.69
Bill Pmt -Check	01/17/2023	10780	ADVANCE AUTO PARTS 1239009494	61.35
Bill Pmt -Check	01/17/2023	10781	ALLEGHENY SAFE AND LOCK INC	376.00
Bill Pmt -Check	01/17/2023	10783	ALBUCHON, RYAN	57.68
Bill Pmt -Check	01/17/2023	10783	CWM ENVIRONMENTAL INC	950.00
Bill Pmt -Check	01/17/2023	10784	DAILEY OPERATION CONSULTING LLC	5,000.00
Bill Pmt -Check	01/17/2023	10785	HTBS CREDIT 436942	57.71
Bill Pmt -Check	01/17/2023	10786	IMHOFF, ELAINE	205.58
Bill Pmt -Check	01/17/2023	10787	JS BOVA EXCAVATING LLC	27,718.82
Bill Pmt -Check	01/17/2023	10788	MALCHANO, ROBERT	506.72
Bill Pmt -Check	01/17/2023	10789	NATIONAL ROAD UTILITY SUPPLY INC	5,854.72
Bill Pmt -Check	01/17/2023	10790	PA MUNICIPAL AUTH ASSOC 454	2,500.00
Bill Pmt -Check	01/17/2023	10791	PA MUNICIPAL AUTH ASSOC UC FUND 8149847	67.73
Bill Pmt -Check	01/17/2023	10792	PAIARGO	355.00
Bill Pmt -Check	01/17/2023	10793	PHIPPS, JEROME	208.84
Bill Pmt -Check	01/17/2023	10794	STERICYCLE INC 1000745529	667.59
Bill Pmt -Check	01/17/2023	10795	SWIFTREACH NETWORKS LLC	1,540.80
Bill Pmt -Check	01/17/2023	10796	WALDROP, DAVID	16.84
Bill Pmt -Check	01/17/2023	10797	WEST VIEW WATER AUTH 60000-0148900-000	99,642.06
Check	01/18/2023	EFT	PEOPLES 200004361651	498.60
Check	01/18/2023	EFT	PEOPLES 200004361735	19.79
Check	01/19/2023	ACH	NEXTER BANK FEE#	36.00
Bill Pmt -Check	01/20/2023	EFT	WEST VIEW WATER AUTH 60000-0148900-000	211,744.44
Check	01/23/2023	EFT	DUQUESNE LIGHT COMPANY 1986-230-000	493.95
Check	01/27/2023	EFT	ADP#	82.06
Bill Pmt -Check	01/31/2023	10798	540 TECHNOLOGIES	900.00
Bill Pmt -Check	01/31/2023	10800	CAT FINANCIAL CAT CARD X3288	5.00
Bill Pmt -Check	01/31/2023	10801	CINTAS 11899809	226.21
Bill Pmt -Check	01/31/2023	10802	DAVE SUTTER AUTO SERVICE	86.52
Bill Pmt -Check	01/31/2023	10804	LB WATER SERVICE INC 13167	252.24
Bill Pmt -Check	01/31/2023	10805	LIPKE, DAVID	287.78
Bill Pmt -Check	01/31/2023	10807	MARS NATIONAL BANK	234.00
Bill Pmt -Check	01/31/2023	10808	MEIT 0900-0290	9,438.22
Bill Pmt -Check	01/31/2023	10809	NATIONAL ROAD UTILITY SUPPLY INC	2,954.54
Bill Pmt -Check	01/31/2023	10810	PALAZZO, CHRIS	113.09
Bill Pmt -Check	01/31/2023	10811	POSTMASTER*	2,000.00
Bill Pmt -Check	01/31/2023	10812	PRINT KING INC 78	306.28
Bill Pmt -Check	01/31/2023	10813	RICHLAND TOWNSHIP 130	844.98
Bill Pmt -Check	01/31/2023	10814	SAAD, GEORGE	162.22
Bill Pmt -Check	01/31/2023	10815	VENEZIA, TAMMY	300.00
Bill Pmt -Check	01/31/2023	10816	WILL, KURT*	49.00
Bill Pmt -Check	01/31/2023	10817	WILLIAMS WESCO INC	21.00
Bill Pmt -Check	01/31/2023	10818	WINTERS, JOHN	259.00
Bill Pmt -Check	01/31/2023	10799	ARMSTRONG 0581275-01	204.35
Check	02/01/2023	EFT	ADP#	120.90
Bill Pmt -Check	02/01/2023	EFT	EASTERN ALLIANCE INSURANCE 0000528845	20.00
Check	02/01/2023	EFT	MARS NATIONAL BANK 94659#	9,000.00
Check	02/02/2023	EFT	VERIZON WIRELESS 842077142-00001	170.10
Check	02/02/2023	EFT	VERIZON WIRELESS 742061832-00001	92.28
Check	02/03/2023	EFT	COMPUTER FELLOWS INC	234.64
Check	02/05/2023	EFT	PITNEY BOWES GLOBAL FIN SVC 0010686478	213.90
Check	02/05/2023	EFT	BMO#	1,290.91
Check	02/07/2023	EFT	VOGEL DISPOSAL SERVICE INC 01 0009372 3	136.05
Bill Pmt -Check	02/07/2023	10819	ARMSTRONG 0581275-01	7.95
Bill Pmt -Check	02/07/2023	10820	DAILEY OPERATION CONSULTING LLC	5,000.00

02/15/23

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY  
 Payable Vouchers  
 As of February 21, 2023

Type	Date	Num	Name	Credit
* Bill Pmt -Check	02/07/2023	10822	JERRY SCHWICKRATH WINDOW CLEANING LLC	110.00
* Bill Pmt -Check	02/07/2023	10823	TEA, CHARLES	45.68
* Bill Pmt -Check	02/07/2023	10824	VENDILLI DIGITAL GROUP	5,420.00
+ Check	02/08/2023	EFT	DUQUESNE LIGHT COMPANY 1586-230-000	945.27
+ Check	02/08/2023	EFT	DUQUESNE LIGHT 6848-207-443	962.77
+ Check	02/10/2023	EFT	BOOKMINDERS RTMAAC	2,054.65
+ Check	02/10/2023	EFT	ADP#	82.06
+ Check	02/11/2023	EFT	COMPUTER FELLOWS INC	168.69
+ Bill Pmt -Check	02/12/2023	EFT	LOWES BUSINESS ACCOUNT/SYNCR X7621	82.36
+ Check	02/12/2023	EFT	MARS NATIONAL BANK 49666#	7,000.00
Bill Pmt -Check	02/14/2023	10825	AMAZON CAPITAL SERVICES	48.52
Bill Pmt -Check	02/14/2023	10826	AMERICAN WATER WORKS ASSOC 00017049-0	87.00
Bill Pmt -Check	02/14/2023	10827	BULLOCK, GRANT	29.28
Bill Pmt -Check	02/14/2023	10828	CINTAS 11899809	239.70
Bill Pmt -Check	02/14/2023	10829	CLEVELAND BROTHERS EQUIP CO INC 0153555	32.20
Bill Pmt -Check	02/14/2023	10830	HTBS CREDIT 436942	489.01
Bill Pmt -Check	02/14/2023	10831	NATIONAL ROAD UTILITY SUPPLY INC	958.63
Bill Pmt -Check	02/14/2023	10832	PASSIONE, DINO	68.42
Bill Pmt -Check	02/14/2023	10833	PENNSYLVANIA ONE CALL SYSTEM INC RA1	388.02
Bill Pmt -Check	02/14/2023	10834	PRECISION LASER & INSTRUMENT INC 002571	1,000.00
Bill Pmt -Check	02/14/2023	10835	RUSSELL STANDARD 116010	476.30
Bill Pmt -Check	02/14/2023	10836	SPUDIC, JASON	153.58
Bill Pmt -Check	02/14/2023	10837	USPS	290.00
+ Check	02/20/2023	EFT	PEOPLES 200004361651	773.91
+ Check	02/20/2023	EFT	PEOPLES 200004361735	39.42
+ Bill Pmt -Check	02/20/2023	EFT	WEST VIEW WATER AUTH 60000-0148900-000	97,407.55
Total 1000 - Nextier Bank Checking 3920				521,975.21
1010 - Nextier Bank Payroll 3933				
+ Check	01/17/2023	EFT	MG TRUST#	2,029.13
+ Check	01/19/2023	EFT	PAYROLL DIRECT DEPOSIT#	10,065.96
+ Check	01/19/2023	EFT	PAYROLL IMPOUNDED TAXES#	4,698.30
+ Check	01/31/2023	EFT	MG TRUST#	2,026.73
+ Check	02/02/2023	EFT	PAYROLL DIRECT DEPOSIT#	9,708.71
+ Check	02/02/2023	EFT	PAYROLL IMPOUNDED TAXES#	4,647.67
Total 1010 - Nextier Bank Payroll 3933				33,176.50
1020 - Nextier Bank MM 3946				
+ Check	01/10/2023	ACH	PAYARGO	145.38
+ Check	01/20/2023	EFT	PAYARGO	207.30
+ Check	01/24/2023		RETURNED DEPOSIT#	5.00
+ Check	01/24/2023		RETURNED DEPOSIT#	145.46
+ Check	01/31/2023		NEXTIER BANK FEE#	30.00
+ Check	01/31/2023		NEXTIER BANK FEE#	223.85
+ Check	02/07/2023	EFT	DELUXE CHECKS#	15.00
+ Check	02/09/2023	EFT	PAYARGO	179.22
Total 1020 - Nextier Bank MM 3946				951.21
1035 - Mars Bank Dev Escrow 5281				
Total 1035 - Mars Bank Dev Escrow 5281				
TOTAL				556,102.92

\*paid prior to meeting  
 +electronic payment

March Payable Vouchers were presented as follows:

03/07/23

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

Payable Vouchers

Type	Date	Num	As of March 13, 2023	Name	Credit
1000 - Nextier Bank Checking 3920					
* Check	02/20/2023	EFT		PEOPLES 200004361651	773.91
* Check	02/20/2023	EFT		PEOPLES 200004361735	39.42
* Bill Pmt -Check	02/20/2023	EFT		WEST VIEW WATER AUTH 60000-0148900-000	97,407.55
* Check	02/23/2023	EFT		DUQUESNE LIGHT 6848-207-443	1,003.31
* Check	02/24/2023	EFT		DUQUESNE LIGHT COMPANY 1586-230-000	648.67
* Check	02/24/2023	EFT		ADP#	82.06
* Bill Pmt -Check	02/28/2023	10839		ARMSTRONG 0581275-01	204.35
* Bill Pmt -Check	02/28/2023	10840		CHERRY CONTRACTING INC	2,400.00
* Bill Pmt -Check	02/28/2023	10841		CWM ENVIRONMENTAL INC	1,106.05
* Bill Pmt -Check	02/28/2023	10842		GRAINGER 820751105	251.60
* Bill Pmt -Check	02/28/2023	10843		HTBS CREDIT 436942	90.07
* Bill Pmt -Check	02/28/2023	10844		JOYCE, BLAKE	205.46
* Bill Pmt -Check	02/28/2023	10845		KLH ENGINEERS INC 162-01	16,168.60
* Bill Pmt -Check	02/28/2023	10846		MILLER & MILLER PLLC	1,735.75
* Bill Pmt -Check	02/28/2023	10847		NATIONAL ROAD UTILITY SUPPLY INC	4,416.55
* Bill Pmt -Check	02/28/2023	10848		RICHLAND TOWNSHIP 130	1,029.52
* Bill Pmt -Check	02/28/2023	10849		SANTARCANGELO, TAYLOR	111.78
* Bill Pmt -Check	02/28/2023	10850		WILL, KURT*	164.41
* Bill Pmt -Check	02/28/2023	10851		CRS CONTRACTING LLC	119,861.56
* Check	02/28/2023	EFT		NEXTIER BANK FEE#	36.00
* Check	03/01/2023	EFT		MARS NATIONAL BANK 94655#	9,000.00
* Check	03/02/2023	EFT		VERIZON WIRELESS 842077142-00001	170.10
* Check	03/02/2023	EFT		VERIZON WIRELESS 742081832-00001	292.27
* Check	03/07/2023	EFT		PITNEY BOWES GLOBAL FIN SVC 0010686478	84.99
* Check	03/07/2023	EFT		VOGEL DISPOSAL SERVICE INC 01 0009372 3	135.05
* Bill Pmt -Check	03/07/2023	10852		540 TECHNOLOGIES	260.00
* Bill Pmt -Check	03/07/2023	10853		BOB SCULLION & ASSOCIATES INC	379.61
* Bill Pmt -Check	03/07/2023	10854		CURRY, WILLIAM	49.26
* Bill Pmt -Check	03/07/2023	10855		DAILEY OPERATION CONSULTING LLC	5,000.00
* Bill Pmt -Check	03/07/2023	10856		MCCABE, PATRICIA	25.26
* Bill Pmt -Check	03/07/2023	10857		MEIT 09000-0290	9,438.22
* Bill Pmt -Check	03/07/2023	10858		NATIONAL ROAD UTILITY SUPPLY INC	1,329.71
* Bill Pmt -Check	03/07/2023	10859		PA DEPT ENVIRONMENTAL PROTECTION 5020018	5,000.00
* Bill Pmt -Check	03/07/2023	10860		PRECISION COPY PRODUCTS INC 100861	379.05
* Bill Pmt -Check	03/07/2023	10861		REAMER, KIMBERLY	33.68
* Bill Pmt -Check	03/07/2023	10862		VENEZA, TAMIY	300.00
* Bill Pmt -Check	03/07/2023	10863		WINTERS, JOHN	259.00
* Bill Pmt -Check	03/07/2023	10864		KLH ENGINEERS INC 162-01	17,152.29
* Check	03/10/2023	EFT		BOOKMINDERS RTMAAC	1,527.84
* Check	03/12/2023	EFT		MARS NATIONAL BANK 49666#	7,000.00
Total 1000 - Nextier Bank Checking 3920					305,952.95
1010 - Nextier Bank Payroll 3933					
* Check	02/20/2023	EFT		MG TRUST#	2,026.73
* Check	03/02/2023	EFT		PAYROLL DIRECT DEPOSIT#	9,743.77
* Check	03/02/2023	EFT		PAYROLL IMPOUNDED TAXES#	4,673.27
* Check	03/06/2023	EFT		MG TRUST#	2,038.73
Total 1010 - Nextier Bank Payroll 3933					18,482.50
1020 - Nextier Bank MM 3946					
* Check	02/24/2023			RETURNED DEPOSIT#	103.36
* Check	02/28/2023			NEXTIER BANK FEE#	30.00
* Check	02/28/2023			NEXTIER BANK FEE#	216.35
* Check	03/03/2023			RETURNED DEPOSIT#	3,030.00
* Check	03/03/2023			NEXTIER BANK FEE#	10.00
Total 1020 - Nextier Bank MM 3946					3,389.71
1035 - Mars Bank Dev Escrow 5281					
Total 1035 - Mars Bank Dev Escrow 5281					327,825.16
TOTAL					327,825.16

\*paid prior to meeting  
\*electronic payment

Motion made by Member Anderson and seconded by Member Fogliani to approve the Payable Vouchers List for February and March 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 Authority's new Auditor, Justin Vancheri from Hosack, Speck, Muetzel and Wood LLP, presented the Board with the 2022 Audit and reviewed summary of the Authority below.

INTERIM DIRECTORS REPORT

Weekly reports were provided to the Members. Board members were provided with updates on the status of the new website interaction and how successful the billing is working with Edmunds and PayArgo, they were also provided with an update and demonstration on the current Vepo Crossconnex testing site.

WATER SYSTEM SUPERVISORS REPORT

Supervisor Trecziak provided pictures and explanations of several break repairs this past month including Richland Road, Shepard Road, Betty Lane and Oakcrest Road. He also discussed the statistics below for the month.

Water System Supervisors Report  
February 2023

	Month	Year
Final Readings	18	40
Backflow inspections	11	14
New service customer sign up	4	17
New Service customer metered	11	14
Service line locate	190	190
Main line locate	278	524
Service Line Inspection	4	8
Meter Change out	21	36
Radio Read Install	6	9
Service shut off	1	4
Service turn on	0	2
Service Leaks	0	0
Misc Service calls	6	10
Main line Breaks	0	4
Total number of taps	8	16
Bore	4	8
Short	4	8

	February 2023	February 2022	Yr to Date
Total Water Purchased/West View	18,750,000 (+3.6%)	18,091,000	39,135,000(+2.1%)
Total Water used/Richland Tank	11,281,000 (+3.2%)	10,933,000	23,556,000(+1.5%)
Total Water used/Bakerstown Tank	7,469,000 (+4.3%)	7,158,000	15,579,000(+3.1%)
Average Water use/59 days West View	670,000	646,000	663,000
Average Water use/59 days Richland	403,000	390,000	399,000
Average Water use/59 days Bakerstown	267,000	256,000	264,000
Peak day demand/system	735,000	694,000	735,000
Peak day demand/Richland Tank	469,000	424,000	469,000
Peak day demand/Bakerstown Tank	299,000	323,000	303,000
Total Precipitation	1.96	4.92	6.89

SOLICITOR'S REPORT

Solicitor Miller presented the Board with the TOA Phase 1 & 2 Easement Agreement and recommended the Board approve and have executed and recorded. There being no other discussion, Motion by Member Fogliani, Seconded by Member Baldauf. Motion carried.

Solicitor Miller discussed the status of the Dedication Agreement that is needed next for Phase 1 & 2. After some discussion, the Board requested the Dedication be drafted and sent to the Developer for signature.

## ENGINEER'S REPORT

Dave Coldren reported Bakerstown Road Waterline Extension is complete and the Authority is still withholding \$5,000 in retainage from JS Bova for springtime restoration that should begin within the next month. Mr Coldren also updated the Board on the status of Carl and Betty Lane by CRS Construction who has completed the main line work.

Mr Coldren confirmed the Authority received the second payment request from CRS for work completed on Carl and Betty Lane and recommended approval. After some discussion, Motion by Member Fogliani, Seconded by Member Anderson to authorize payment in the amount of \$119,861.56 to CRS as recommended. Motion carried.

## OLD BUSINESS

KLH provided an updated tap fee report to the Authority as requested. The tap fee study included additional work that has been completed over the last decade to justify the added costs. After some discussion, Motion made by Member Fogliani, Seconded by Member Baldauf to approve Resolution 2-2023 approving the tap study, new tap rates, timeline for existing tap rates to be expired for certain areas of the service area, establishing a new 2 year term for taps to be made after payment and setting a renewal fee for taps that have not been made. Motion carried.

## NEW BUSINESS

The Board was presented with a request by the Richland Township Manager to cost share in the relocation of the waterline along Rt 910 at Community Center Drive. Costs to be borne by the Authority included the waterline design and inspection costs and PennDOT HOP permit costs. After some discussion, Motion by Member Fogliani, Seconded by Member Baldauf approving the request. Motion carried.

The Board had authorized McMorran Rd waterline replacement as a base bid with two alternates. The project was duly advertised and bids received and opened through PennBid on 3/13/23 at 10 am. The apparent low bidder was Protocol for the base bid amount of \$185,325 and alternate 1 amount of \$139,635, the combined total of the base bid and Alternate 1 are \$324,960. After some discussion, Motion by Member Anderson, Seconded by Member Fogliani to approve the base bid and alternate 1 to the apparent low bidder, Protocol in the amount of \$324,960 pending the background review of KLH. Motion carried.

There being no more business Motion made by Member Anderson and seconded by Member Baldauf to adjourn the meeting at 7:35 PM. Motion carried with Member Fogliani dissenting.

Respectfully submitted: George Anderson, Secretary

The next regularly scheduled meeting will be held Monday April 10, 2023, at the Richland Township Municipal Authority located at 2012 Kramer Road, Gibsonia, PA.

Jason Dailey  
Interim Director