

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

MINUTES OF APRIL 10, 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 (virtual) and C. Fogliani. Also in attendance were Interim Director J. Dailey, Engineer D. Coldren, and System Supervisor Scott Treziak. Absent was Solicitor Miller.

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 March 13, 2023 REGULAR MEETING MINUTES

Motion made by Member Anderson and seconded by Member Fogliani to approve the Minutes as presented. Motion carried. Member Dorsch abstained due to his absence at the last meeting.

FINANCE

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

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

**REVENUES RECORDED MONTH OF
Mar-23**

Water Bill Collections		\$ 211,124.87	
Miscellaneous		\$ 6,332.61	*see details below
Taps		\$ 16,559.00	
TOTAL		\$ 234,016.48	

**MAJOR EXPENDITURES MONTH OF
Mar-23**

West View Water Authority - \$109,786.43 - Water Purchase
 KLH Engineers, Inc - \$27,176.34 - Engineering and Capital Improvement Expenses
 KLH Engineers, Inc - \$17,152.29 - Engineering and Capital Improvement Expenses
 Hosack Specht Muetzel & Wood LLP - \$9,500.00 - 2022 Audit Fees
 MEIT - \$9,438.22 - Health Insurance
 PA DEP - \$5,000.00 - Quarterly Compliance Fee
 Dailey Operation Consulting - \$5,000.00 - Consulting

**BANK BALANCES AS OF
March 31, 2023**

			Int Rate
Nextier Money Market		\$ 1,233,279.76	3.87%
Nextier Revenue Account		\$ 2,022.01	N/A
Nextier Payroll Account		\$ 2,038.73	N/A
Nextier Savings		\$ 79,498.58	3.70%
TOTAL BALANCE		\$ 1,316,839.08	

***Miscellaneous Revenue**

Lien Letters	\$ 250.00
Mobile Home Parks	\$ -
Bulk Water	\$ 135.26
Public Fire Invoices	\$ -
Private Fire Invoices	\$ -
Tank Antenna Rental	\$ -
Meter Pit Sales	\$ 232.37
Interest, Discounts, Misc	\$ 5,714.98
TOTAL	\$ 6,332.61

Loans	Payment	Interest Rate	Balance	Matures
Mars Bank Tank Loan	\$ 9,000.00	3.45%	\$ 237,850.55	7/1/2028
Mars Bank Mortgage	\$ 7,000.00	3.82%	\$ 622,270.81	3/12/2035
		TOTAL BALANCE	\$ 860,121.36	

Developer Escrow Account	Interest Rate	Balance
Mars Bank Developers Escrow	0.01%	\$ 22,465.82
Includes Deposits from:	Interest	\$ 1.82
	Chatham University Bunkhouse	\$ 3,803.50
	Colony Courts Phase III	\$ 3,153.54
	Gibsonia Commons	\$ 6,278.25
	Traditions of America	\$ 9,228.71

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

The Payable Voucher List was submitted for review for the month of April and presented as follows:

04/06/23

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

Payable Vouchers

As of April 10, 2023

	Type	Date	Num	Name	Credit
1000 - Nextier Bank Checking 3920					
+	Check	03/14/2023	EFT	COMPUTER FELLOWS INC	234.64
+	Bill Pmt -Check	03/20/2023	EFT	WEST VIEW WATER AUTH 60000-0148900-000	109,786.43
+	Check	03/21/2023	EFT	PEOPLES 200004361651	478.12
+	Check	03/21/2023	EFT	PEOPLES 200004361735	35.83
*	Bill Pmt -Check	03/21/2023	10865	CAMPBELL DURRANT PC	1,198.50
*	Bill Pmt -Check	03/21/2023	10866	CINTAS 11899809	267.40
*	Bill Pmt -Check	03/21/2023	10867	CLEVELAND BROTHERS EQUIP CO INC 0153555	5.00
*	Bill Pmt -Check	03/21/2023	10868	CWM ENVIRONMENTAL INC	2,880.25
*	Bill Pmt -Check	03/21/2023	10869	ENDRES, DESIRAE	16.84
*	Bill Pmt -Check	03/21/2023	10870	HOMBOSKY, MADELEINE	36.00
*	Bill Pmt -Check	03/21/2023	10871	JERRY SCHWICKRATH WINDOW CLEANING LLC	110.00
*	Bill Pmt -Check	03/21/2023	10872	KLH ENGINEERS INC 162-01	27,176.34
*	Bill Pmt -Check	03/21/2023	10873	MCCLYMONDS SUPPLY & TRANSIT RICHTWP	1,194.75
*	Bill Pmt -Check	03/21/2023	10874	NATIONAL ROAD UTILITY SUPPLY INC	855.50
*	Bill Pmt -Check	03/21/2023	10875	PRINT KING INC 78	1,529.00
*	Bill Pmt -Check	03/21/2023	10876	RICHLAND TOWNSHIP 130	991.62
*	Bill Pmt -Check	03/21/2023	10877	ROBERTS, CHARLES	59.90
*	Bill Pmt -Check	03/21/2023	10878	ARMSTRONG 0581275-01	204.35
+	Check	03/24/2023	EFT	DUQUESNE LIGHT COMPANY 1586-230-000	535.55
+	Check	03/24/2023	EFT	ADP#	82.06
*	Bill Pmt -Check	03/28/2023	10879	ADVANCE AUTO PARTS 1239009494	206.92
*	Bill Pmt -Check	03/28/2023	10880	BOSLEY, KAREN	60.30
*	Bill Pmt -Check	03/28/2023	10883	DAVE SUTTER AUTO SERVICE	1,021.96
*	Bill Pmt -Check	03/28/2023	10884	HOSACK SPECHT MUETZEL & WOOD LLP	9,500.00
*	Bill Pmt -Check	03/28/2023	10885	PASQUINELLI, JOHN	305.30
*	Bill Pmt -Check	03/28/2023	10886	RICHLAND TWP SEWER ACCT 301018	225.76
*	Bill Pmt -Check	03/28/2023	10887	RICHLAND TWP SEWER ACCT 301018	162.22
+	Check	03/30/2023	EFT	EASTERN ALLIANCE INSURANCE 0000528845	496.00
+	Check	03/31/2023	EFT	VOGEL DISPOSAL SERVICE INC 01 0009372 3	135.05
+	Check	04/01/2023	EFT	MARS NATIONAL BANK 94659#	9,000.00
+	Check	04/02/2023	EFT	VERIZON WIRELESS 842077142-00001	170.10
+	Check	04/02/2023	EFT	VERIZON WIRELESS 742081832-00001	132.43
	Bill Pmt -Check	04/04/2023	10888	DAILEY OPERATION CONSULTING LLC	5,000.00
	Bill Pmt -Check	04/04/2023	10889	DAVE SUTTER AUTO SERVICE	239.98
	Bill Pmt -Check	04/04/2023	10890	INESSO, SUZANNE	111.78
	Bill Pmt -Check	04/04/2023	10891	JERRY SCHWICKRATH WINDOW CLEANING LLC	110.00
	Bill Pmt -Check	04/04/2023	10892	LJB WATER SERVICE INC 13167	448.00
	Bill Pmt -Check	04/04/2023	10893	MEIT 09000-0290	9,438.22
	Bill Pmt -Check	04/04/2023	10894	MUNICIPAL WATER AUTH ADAMS TWP	24.57
	Bill Pmt -Check	04/04/2023	10895	NATIONAL ROAD UTILITY SUPPLY INC	518.70
	Bill Pmt -Check	04/04/2023	10896	PA MUNICIPAL AUTH ASSOC UC FUND 8149847	1,350.00
	Bill Pmt -Check	04/04/2023	10897	PA RURAL WATER ASSOCIATION	395.00
	Bill Pmt -Check	04/04/2023	10898	R & M SANDBLASTING LLC	500.00
	Bill Pmt -Check	04/04/2023	10899	USPS	2,500.00
	Bill Pmt -Check	04/04/2023	10900	VENEZIA, TAMMY	300.00
	Bill Pmt -Check	04/04/2023	10901	WINTERS, JOHN	259.00
+	Check	04/05/2023	EFT	COMPUTER FELLOWS INC	246.50
+	Check	04/05/2023	EFT	BMO#	349.80
+	Bill Pmt -Check	04/05/2023	EFT	COMPUTER FELLOWS INC	70.00
+	Check	04/07/2023	EFT	ADP#	82.06

04/06/23

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

Payable Vouchers

As of April 10, 2023

	Type	Date	Num	Name	Credit
+	Check	04/10/2023	EFT	BOOKMINDERS RTMAAC	1,707.00
+	Check	04/10/2023	EFT	PITNEY BOWES GLOBAL FIN SERV 0011945157	99.00
Total 1000 - Nextier Bank Checking 3920					192,843.73
1010 - Nextier Bank Payroll 3933					
+	Check	03/16/2023	EFT	PAYROLL DIRECT DEPOSIT#	9,779.31
+	Check	03/16/2023	EFT	PAYROLL IMPOUNDED TAXES#	4,533.44
+	Check	03/20/2023	EFT	MG TRUST#	2,026.73
+	Check	03/30/2023	EFT	PAYROLL DIRECT DEPOSIT#	9,904.66
+	Check	03/30/2023	EFT	PAYROLL IMPOUNDED TAXES#	4,611.88
+	Check	04/03/2023	EFT	MG TRUST#	2,038.73
Total 1010 - Nextier Bank Payroll 3933					32,894.75
1020 - Nextier Bank MM 3946					
+	Check	03/21/2023		APTAR	1.95
+	Check	03/31/2023		NEXTIER BANK FEE#	30.00
+	Check	03/31/2023		NEXTIER BANK FEE#	383.90
+	Check	04/03/2023		LINK2GOV	289.67
Total 1020 - Nextier Bank MM 3946					705.52
1035 - Mars Bank Dev Escrow 5281					
Total 1035 - Mars Bank Dev Escrow 5281					
TOTAL					226,444.00

*paid prior to meeting
+electronic payment

Motion made by Member Dorsch and seconded by Member Baldauf to approve the Payable Vouchers List for April 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.

INTERIM DIRECTORS REPORT

Weekly reports were provided to the Members. The Interim Director will be meeting with a water debt collector this month to discuss a possible debt collection for outstanding, unpaid water bills. A possible proposal may be presented at the next meeting.

WATER SYSTEM SUPERVISORS REPORT

Supervisor Trecziak discussed the Rt 8 boring work that took place for Gibsonia Commons, reviewed the truck accident with one of the Authority vehicles and discussed the restoration work underway at Carl and Betty Ln. The operational report was provided below as well. Member Dorsch requested information be added to the website that educate customers on PFAS and PFOS that have been in the media as of late.

Water System Supervisors Report
March 2023

	Month	Year
Final Readings	15	55
Backflow inspections	7	21
New service customer sign up	4	17
New Service customer metered	8	22
Service line locate	220	410
Main line locate	379	903
Service Line Inspection	5	13
Meter Change out	10	46
Radio Read Install	7	16
Service shut off	5	9
Service turn on	7	9
Service Leaks	0	0
Misc Service calls	6	16
Main line Breaks	1	4
Total number of taps	2	18
Bore	2	10
Short	0	8

	March 2023	March 2022	Yr to Date
Total Water Purchased/West View	20,305,000 (+3.5%)	19,609,000	59,440,000(+2.6%)
Total Water used/Richland Tank	12,104,000 (+5.1%)	11,509,000	35,660,000(+1.0%)
Total Water used/Bakerstown Tank	8,201,000 (+1.1%)	8,109,000	23,780,000(+2.5%)
Average Water use/90 days West View	655,000	632,000	660,000
Average Water use/90 days Richland	390,000	371,000	396,000
Average Water use/90 days Bakerstown	265,000	261,000	264,000
Peak day demand/system	701,000	665,000	735,000
Peak day demand/Richland Tank	413,000	393,000	469,000
Peak day demand/Bakerstown Tank	330,000	291,000	303,000
Total Precipitation	3.62	1.84	10.51

SOLICITOR’S REPORT

No report, not present.

ENGINEER’S REPORT

Dave reviewed the status of the Bakerstown Rd Ext restoration. Work should begin within the month by Bova. Additionally, Dave discussed the restoration issues on Carl and Betty Ln by CRS. The Board was assured there is

enough retainage in place to cover the restoration needed, however, some of the concerns are related to the private service line work that is not covered by the Authority.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

The Board was presented with a review of the Master Water Plan tables that define the capital investment necessary for water line repairs as a result of breaks as well as those improvements necessary to improve the hydraulics of the overall system. There was information discussed concerning the status of the financial reserves of the Authority being \$1.2M, debt service being nearly \$800k and the current grant application requiring a 50% match of \$800k all have the Authority in a position to need to consider increasing its cash reserves.

After some discussion about the usage rate and capital improvement fee, Motion by Member Fogliani, Seconded by Member Anderson to approve an increase of \$6 per quarter on the Capital Improvement Fee, effective with the July bills and to table the discussion on the consumption rate until the May meeting. Motion carried.

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

Respectfully submitted: George Anderson, Secretary

The next regularly scheduled meeting will be held Monday May 8, 2023, at the Richland Township Municipal Authority located at 2012 Kramer Road, Gibsonia, PA.

Jason Dailey
Interim Director