

## RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

### MINUTES OF May 8, 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, B. Dorsch (virtual) and C. Fogliani. Also in attendance were Interim Director J. Dailey, Engineer D. Coldren, Office Administrator April Shepard and System Supervisor Scott Treziak.

Chairman Funk called the meeting to order at 6 pm followed by the Pledge of Allegiance.

### RECOGNITION OF VISITORS

No visitors were present.

### APPROVAL OF the April 10, 2023 REGULAR MEETING MINUTES

Motion made by Member Fogliani and seconded by Member Baldauf to approve the Minutes as presented. 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  
April 30, 2023**

Water Bill Collections		\$ 204,487.10	
Miscellaneous		\$ 9,918.27	*see details below
Taps		\$ -	
<b>TOTAL</b>		<b>\$ 214,405.37</b>	

**MAJOR EXPENDITURES MONTH OF  
April 30, 2023**

West View Water Authority - \$108,946.58 - Water Purchase  
MEIT - \$9,438.22 - Health Insurance  
Dailey Operation Consulting - \$5,000.00 - Consulting

**BANK BALANCES AS OF  
April 30, 2023**

			Int Rate
Nextier Money Market		\$ 1,268,010.05	3.87%
Nextier Revenue Account		\$ 18,959.57	N/A
Nextier Payroll Account		\$ -	N/A
Nextier Savings		\$ 79,498.58	3.70%
<b>TOTAL BALANCE</b>		<b>\$ 1,366,468.20</b>	

**\*Miscellaneous Revenue**

Lien Letters	\$ 300.00
Mobile Home Parks	\$ -
Bulk Water	\$ 18.42
Public Fire Invoices	\$ -
Private Fire Invoices	\$ 5,650.00
Tank Antenna Rental	\$ -
Meter Pit Sales	\$ -
Interest, Discounts, Misc	\$ 3,949.85
<b>TOTAL</b>	<b>\$ 9,918.27</b>

Loans	Payment	Interest Rate	Balance	Matures
Mars Bank Tank Loan	\$ 9,000.00	3.45%	\$ 229,602.75	7/1/2028
Mars Bank Mortgage	\$ 7,000.00	3.82%	\$ 617,185.67	3/12/2035
		<b>TOTAL BALANCE</b>	<b>\$ 846,788.42</b>	

Developer Escrow Account	Interest Rate	Balance
Mars Bank Developers Escrow	0.01%	\$ 22,092.62
Includes Deposits from:	Interest	\$ 2.01
	Chatham University Bunkhouse	\$ 3,803.50
	Colony Courts Phase III	\$ 3,153.54
	Gibsonia Commons	\$ 4,518.36
	Traditions of America	\$ 9,115.21
	Chatha Eco Village	\$ 1,500.00

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 month of April and presented as follows:

05/03/23

## RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

## Payable Vouchers

As of May 8, 2023

	Type	Date	Num	Name	Credit
1000 - Nextier Bank Checking 3920					
+	Check	04/11/2023	EFT	COMPUTER FELLOWS INC	167.46
+	Check	04/12/2023	EFT	LOWES BUSINESS ACCOUNT/SYNCR X7621	49.23
+	Check	04/12/2023	EFT	PITNEY BOWES INC 0011945157	70.00
+	Check	04/12/2023	EFT	MARS NATIONAL BANK 49666#	7,000.00
+	Check	04/19/2023	EFT	PEOPLES 200004361651	424.19
+	Check	04/19/2023	EFT	PEOPLES 200004361735	31.52
*	Bill Pmt -Check	04/19/2023	10902	ADVANCE AUTO PARTS 1239009494	288.90
*	Bill Pmt -Check	04/19/2023	10903	CINTAS 11899809	230.60
*	Bill Pmt -Check	04/19/2023	10904	CWM ENVIRONMENTAL INC	1,079.05
*	Bill Pmt -Check	04/19/2023	10905	DUQUESNE LIGHT 6848-207-443	1,687.77
*	Bill Pmt -Check	04/19/2023	10906	HTBS CREDIT 436942	197.38
*	Bill Pmt -Check	04/19/2023	10907	KLH ENGINEERS INC 162-01	3,403.80
*	Bill Pmt -Check	04/19/2023	10908	L/B WATER SERVICE INC 13167	2,637.50
*	Bill Pmt -Check	04/19/2023	10909	MILLER & MILLER PLLC	1,340.25
*	Bill Pmt -Check	04/19/2023	10910	NATIONAL ROAD UTILITY SUPPLY INC	2,408.60
*	Bill Pmt -Check	04/19/2023	10911	PITTSBURGH POST-GAZETTE 4749	893.75
*	Bill Pmt -Check	04/19/2023	10912	RICHLAND TOWNSHIP TAX	134.99
+	Bill Pmt -Check	04/20/2023	EFT	WEST VIEW WATER AUTH 60000-0148900-000	108,946.58
+	Check	04/21/2023	EFT	PITNEY BOWES GLOBAL FIN SVC 0010686478	76.49
+	Check	04/21/2023	EFT	ADP#	82.06
+	Check	04/24/2023	EFT	DUQUESNE LIGHT COMPANY 1586-230-000	501.40
*	Bill Pmt -Check	04/25/2023	10913	ARMSTRONG 0581275-01	204.35
*	Bill Pmt -Check	04/25/2023	10914	DAVE SUTTER AUTO SERVICE	2,253.90
*	Bill Pmt -Check	04/25/2023	10915	DEMAS, PETER & LORI	179.14
*	Bill Pmt -Check	04/25/2023	10916	EDMUNDS GOVTECH H-0114-2	4,360.00
*	Bill Pmt -Check	04/25/2023	10917	NATIONAL ROAD UTILITY SUPPLY INC	2,046.67
*	Bill Pmt -Check	04/25/2023	10918	REED, WILLIAM	35.13
*	Bill Pmt -Check	04/25/2023	10919	RICHLAND TOWNSHIP 130	1,202.23
+	Check	04/30/2023	EFT	VOGEL DISPOSAL SERVICE INC 01 0009372 3	135.05
	Bill Pmt -Check	05/01/2023	10920	MEIT 09000-0290	9,438.22
	Bill Pmt -Check	05/01/2023	10921	WINTERS, JOHN	259.00
+	Check	05/01/2023	EFT	MARS NATIONAL BANK 94659#	9,000.00
+	Check	05/02/2023	EFT	VERIZON WIRELESS 742081832-00001	92.25
+	Check	05/02/2023	EFT	VERIZON WIRELESS 842077142-00001	170.10
	Bill Pmt -Check	05/02/2023	10922	540 TECHNOLOGIES	250.00
	Bill Pmt -Check	05/02/2023	10923	CAT FINANCIAL CAT CARD X3288	93.66
	Bill Pmt -Check	05/02/2023	10924	DAILEY OPERATION CONSULTING LLC	4,565.00
	Bill Pmt -Check	05/02/2023	10925	JERRY SCHWICKRATH WINDOW CLEANING LLC	110.00
	Bill Pmt -Check	05/02/2023	10926	L/B WATER SERVICE INC 13167	1,362.60
	Bill Pmt -Check	05/02/2023	10927	MANILLA, MARCELLINO	44.42
	Bill Pmt -Check	05/02/2023	10928	NATIONAL ROAD UTILITY SUPPLY INC	1,535.85
	Bill Pmt -Check	05/02/2023	10929	VENEZIA, TAMMY	300.00
	Bill Pmt -Check	05/02/2023	10930	WALMART CAPITAL ONE 641039	135.82
	Bill Pmt -Check	05/02/2023	10931	540 TECHNOLOGIES	64.00
	Bill Pmt -Check	05/02/2023	10932	COUNTY LINE SUPPLY YARD	290.00
	Bill Pmt -Check	05/02/2023	10933	L/B WATER SERVICE INC 13167	3,492.84
+	Check	05/03/2023	EFT	COMPUTER FELLOWS INC	367.64
+	Check	05/03/2023	EFT	COMPUTER FELLOWS INC	367.64
+	Check	05/05/2023	EFT	PITNEY BOWES GLOBAL FIN SVC 0010686478	213.90
+	Check	05/05/2023	EFT	BMO#	720.41

05/03/23

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

Payable Vouchers

As of May 8, 2023

	Type	Date	Num	Name	Credit
+	Check	05/05/2023	EFT	ADP#	82.06
Total 1000 - Nextier Bank Checking 3920					175,023.40
1010 - Nextier Bank Payroll 3933					
+	Check	04/13/2023	EFT	PAYROLL DIRECT DEPOSIT#	9,702.81
+	Check	04/13/2023	EFT	PAYROLL IMPOUNDED TAXES#	4,645.77
+	Check	04/14/2023	EFT	MG TRUST#	2,032.22
+	Check	04/27/2023	EFT	PAYROLL DIRECT DEPOSIT#	10,404.81
+	Check	04/27/2023	EFT	PAYROLL IMPOUNDED TAXES#	4,906.78
+	Check	04/28/2023	EFT	MG TRUST#	2,029.13
Total 1010 - Nextier Bank Payroll 3933					33,721.52
1020 - Nextier Bank MM 3946					
+	Check	04/11/2023	EFT	LINK2GOV REVERSAL	145.46
+	Check	04/20/2023	EFT	LINK2GOV REVERSAL	52.00
+	Check	04/25/2023	EFT	LINK2GOV REVERSAL	246.00
+	Check	04/28/2023	EFT	NEXTIER BANK FEE#	30.00
+	Check	04/28/2023	EFT	NEXTIER BANK FEE#	393.50
Total 1020 - Nextier Bank MM 3946					866.96
1035 - Mars Bank Dev Escrow 5281					
Total 1035 - Mars Bank Dev Escrow 5281					
<b>TOTAL</b>					<b>209,611.88</b>

\*paid prior to meeting  
+electronic payment

Motion made by Member Baldauf and seconded by Member Fogliani 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 discussed that a meeting was held with a representative from Portnoff Law Assoc who are also a delinquent account collector. The thresholds required for debts to be collected do not align with how the Authority currently operates in shutting accounts off so this will not be pursued any further.

WATER SYSTEM SUPERVISORS REPORT

Supervisor Trecziak discussed a recent damaged tree claim by a resident along Betty Lane, reviewed a break on Westwood, reviewed a service line leak discovered on Shepard Dr, discussed providing a water supply letter for Calico Woods Development, provided drawings for the Rachel Carson Eco Village and also the Pittsburgh Cut Flower Apts.

Water System Supervisors Report  
April 2023

	Month	Year
Final Readings	23	78
Backflow inspections	0	21
New service customer sign up	0	17
New Service customer metered	0	22
Service line locate	185	595
Main line locate	345	1248
Service Line Inspection	7	20
Meter Change out	6	52
Radio Read Install	0	16
Service shut off	1	10
Service turn on	7	16
Service Leaks	1	1
Misc Service calls	4	20
Main line Breaks	2	7
Total number of taps	2	20
Bore	0	10
Short	2	10

	April 2023	April 2022	Yr to Date
Total Water Purchased/West View	20,009,000 (+3.4%)	19,349,000	79,449,000(+2.8%)
Total Water used/Richland Tank	11,885,000 (+6.7%)	11,509,000	47,545,000(+3.7%)
Total Water used/Bakerstown Tank	8,124,000 (-1.0%)	8,213,000	31,904,000(+1.5%)
Average Water use/90 days West View	667,000	645,000	662,000
Average Water use/90 days Richland	396,000	371,000	396,000
Average Water use/90 days Bakerstown	271,000	274,000	266,000
Peak day demand/system	695,000	756,000	735,000
Peak day demand/Richland Tank	429,000	351,000	469,000
Peak day demand/Bakerstown Tank	303,000	409,000	330,000
Total Precipitation	3.79	3.21	14.90 (+18%)

SOLICITOR'S REPORT

Solicitor Miller confirmed he will be working to get the Dedication Agreement to TOA for phases 1 & 2. There was also discussion on assembling the Developers Agreement for the Rachel Carson Eco Village but that this would occur in concert with the Township.

ENGINEER'S REPORT

Dave reviewed the status of the Bakerstown Rd Ext restoration being completed by BOVA and the retainage being released for the work completed. Dave discussed the restoration issues that remain on Carl and Betty Ln by CRS which should be completed within the month. Lastly, the review for the Rachel Carson Eco Village was completed and quantities provided to the Solicitor to be used for the Developers Agreement.

### OLD BUSINESS

The Interim Director discussed that the McMorrans Road Waterline Replacement grant requires specific language in the advertisement to qualify the funding. Last months award of the project requires the Authority to amend the award to the base bid only, and readvertise the alternate with the new language. Therefore, Motion by Member Fogliani, Seconded by Member Baldauf to amend last months bid award to reject the alternate award and readvertise as its own project. Motion carried.

The Interim Director discussed the Redevelopment Authority of Allegheny County requires a concurring resolution and for the grant contract to be executed for the McMorrans Road Waterline Replacement project. This project has no matching funds, which is granted from the Gaming Economic Development Tourism Fund (GEDTF). Therefore, Motion by Member Fogliani, Seconded by Member Baldauf to approve Concurring Resolution, acknowledging acceptance of the terms of the grant. Motion carried.

### NEW BUSINESS

The Board was presented with a long range capital plan document that outlined proposed projects from 2024 through 2033 along with estimated costs. The Board was asked to review the proposed plan and provide staff with direction at an upcoming meeting.

There being no more business Motion made by Member Anderson and seconded by Member Baldauf to adjourn the meeting at 7:00 PM. Motion carried.

Respectfully submitted: George Anderson, Secretary

The next regularly scheduled meeting will be held Monday June 12, 2023, at the Richland Township Municipal Authority located at 2012 Kramer Road, Gibsonia, PA.

Jason Dailey  
Interim Director