

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

MINUTES of September 14, 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 and C. Fogliani. Also in attendance were Interim Director J. Dailey, Engineer D. Coldren, Solicitor Slade Miller and System Supervisor Scott Treziak.

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

RECOGNITION OF VISITORS

No visitors were present.

APPROVAL OF the August 14, 2023 REGULAR MEETING MINUTES

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

FINANCE

The Treasurer's report for August was submitted and read by Treasurer Fogliani.

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

**REVENUES RECORDED MONTH OF
August 31, 2023**

Water Bill Collections		\$ 266,283.57	
Miscellaneous		\$ 10,255.00	*see details below
Taps		\$ 29,087.00	
TOTAL		\$ 305,625.57	

**MAJOR EXPENDITURES MONTH OF
August 31, 2023**

West View Water Authority - \$102,248.14 - Water Purchase
 540 Technologies - \$12,127.00 - Insertion Meter
 MEIT - \$9,760.22 - Health Insurance
 KLH Engineers - \$5,414.08 - Engineering Costs
 Dave Sutter Auto Service - \$5,014.98 - Small Service Truck - Transmission
 Dailey Operation Consulting - \$5,000.00 - July Consulting Services

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

			Int Rate
Nextier Money Market		\$ 1,434,404.70	4.13%
Nextier Revenue Account		\$ 16,574.81	N/A
Nextier Payroll Account		\$ -	N/A
Nextier Savings		\$ 80,234.65	3.77%
TOTAL BALANCE		\$ 1,531,214.16	

***Miscellaneous Revenue**

Lien Letters	\$ 350.00
Mobile Home Parks	\$ 4,479.44
Bulk Water	\$ 661.56
Public Fire Invoices	\$ -
Private Fire Invoices	\$ -
Tank Antenna Rental	\$ -
Meter and Meter Pit Sales	\$ -
Interest, Discounts, Misc	\$ 4,764.00
TOTAL	\$ 10,255.00

Loans	Payment	Interest Rate	Balance	Matures
Mars Bank Tank Loan	\$ 9,000.00	3.45%	\$ 196,099.88	7/1/2028
Mars Bank Mortgage	\$ 10,000.00	3.82%	\$ 594,077.36	3/12/2035
		TOTAL BALANCE	\$ 790,177.24	

Developer Escrow Account	Interest Rate	Balance
Mars Bank Developers Escrow	0.01%	\$ 19,374.88
Includes Deposits from:	Interest	\$ 2.68
	Chatham University Bunkhouse	\$ 3,803.50
	Colony Courts Phase III	\$ 3,153.54
	Gibsonia Commons	\$ 2,285.70
	Traditions of America	\$ 8,933.46
	Chatham Eco Village	\$ 1,196.00

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

The Payable Voucher List was submitted for review for July and presented as follows:

09/08/23

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

Payable Vouchers

As of September 14, 2023

	Type	Date	Num	Name	Credit
1000 - Nextier Bank Checking 3920					
*	Bill Pmt -Check	08/15/2023	11044	CAMPBELL DURRANT PC	1,313.46
*	Bill Pmt -Check	08/15/2023	11045	CINTAS 11899809	381.57
*	Bill Pmt -Check	08/15/2023	11046	CITCO WATER	683.58
*	Bill Pmt -Check	08/15/2023	11047	CWM ENVIRONMENTAL INC	1,003.45
*	Bill Pmt -Check	08/15/2023	11048	HARSHAW, MICHELLE	20.22
*	Bill Pmt -Check	08/15/2023	11049	KLH ENGINEERS INC 162-01	5,414.08
*	Bill Pmt -Check	08/15/2023	11050	L/B WATER SERVICE INC 13167	1,882.99
*	Bill Pmt -Check	08/15/2023	11051	PENNSYLVANIA ONE CALL SYSTEM INC RA1	207.66
*	Bill Pmt -Check	08/15/2023	11052	TRACTOR SUPPLY CO - A/P	154.97
+	Check	08/18/2023	EFT	PEOPLES 200004361651	23.08
+	Check	08/18/2023	EFT	PEOPLES 200004361735	19.63
+	Check	08/18/2023	EFT	DUQUESNE LIGHT 6848-207-443	1,807.13
*	Bill Pmt -Check	08/20/2023	EFT	WEST VIEW WATER AUTH 60000-0148900-001	102,248.14
*	Bill Pmt -Check	08/22/2023	11053	ALLEGHENY SAFE AND LOCK INC	386.29
*	Bill Pmt -Check	08/22/2023	11054	ARMSTRONG 0581275-01	204.35
*	Bill Pmt -Check	08/22/2023	11055	GRAINGER 820751105	99.64
+	Check	08/23/2023	EFT	DUQUESNE LIGHT COMPANY 1586-230-000	565.71
+	Bill Pmt -Check	08/25/2023	EFT	TOSHIBA FINANCIAL SERVICES	141.46
+	Check	08/25/2023	EFT	ADP#	86.16
*	Bill Pmt -Check	08/29/2023	11056	540 TECHNOLOGIES	230.00
*	Bill Pmt -Check	08/29/2023	11057	COUNTY LINE SUPPLY YARD	147.92
*	Bill Pmt -Check	08/29/2023	11058	COYNE JR, RICHARD	185.14
*	Bill Pmt -Check	08/29/2023	11059	HTBS CREDIT 436942	307.69
*	Bill Pmt -Check	08/29/2023	11060	PA RURAL WATER ASSOCIATION	673.00
*	Bill Pmt -Check	08/29/2023	11061	RICHLAND TOWNSHIP 130	694.28
*	Bill Pmt -Check	08/29/2023	11062	RUSSELL, RYAN AND MARCY	16.84
*	Bill Pmt -Check	08/29/2023	11063	WILLIAMS WESCO INC	35.00
+	Check	08/31/2023	EFT	VOGEL DISPOSAL SERVICE INC 01 0009372 3	135.05
*	Bill Pmt -Check	09/01/2023	11064	MEIT 09000-0290	9,654.22
*	Bill Pmt -Check	09/01/2023	11065	PA DEPT ENVIRONMENTAL PROTECTION 5020018	5,000.00
*	Bill Pmt -Check	09/01/2023	11066	WINTERS, JOHN	259.00
+	Check	09/01/2023	EFT	MARS NATIONAL BANK 94659#	9,000.00
+	Check	09/04/2023	EFT	BMO#	1,591.99
+	Check	09/04/2023	EFT	VERIZON WIRELESS 742081832-00001	92.25
+	Check	09/04/2023	EFT	VERIZON WIRELESS 842077142-00001	170.10
*	Bill Pmt -Check	09/05/2023	11067	CITCO WATER	1,608.36
*	Bill Pmt -Check	09/05/2023	11068	DAILEY OPERATION CONSULTING LLC	5,000.00
*	Bill Pmt -Check	09/05/2023	11069	JERRY SCHWICKRATH WINDOW CLEANING LLC	125.00
*	Bill Pmt -Check	09/05/2023	11070	USPS	3,000.00
*	Bill Pmt -Check	09/05/2023	11071	VENEZIA, TAMMY	300.00
*	Bill Pmt -Check	09/05/2023	11072	WALMART CAPITAL ONE 641039	246.52
*	Bill Pmt -Check	09/05/2023	11073	WEST VIEW WATER AUTH 60000-0148900-001	137,393.67
+	Check	09/06/2023	EFT	COMPUTER FELLOWS INC	252.50
+	Check	09/08/2023	EFT	BOOKMINDERS RTMAAC	1,532.75
+	Check	09/08/2023	EFT	ADP#	86.16
+	Check	09/12/2023	EFT	MARS NATIONAL BANK 49666#	10,000.00
	Bill Pmt -Check	09/12/2023	11074	AMAZON CAPITAL SERVICES	104.91
	Bill Pmt -Check	09/12/2023	11075	CITCO WATER	3,635.05
	Bill Pmt -Check	09/12/2023	11076	COUNTY LINE SUPPLY YARD	330.00
	Bill Pmt -Check	09/12/2023	11077	GRAF, ANDREW	19.16
	Bill Pmt -Check	09/12/2023	11078	LIQUID ENGINEERING CORP	9,495.00
	Bill Pmt -Check	09/12/2023	11079	MCCLYMONDS SUPPLY & TRANSIT RICHTWP	1,230.72
	Bill Pmt -Check	09/12/2023	11080	MIKES TRUCK SERVICE AND SALES INC	288.87
	Bill Pmt -Check	09/12/2023	11081	PENNSYLVANIA ONE CALL SYSTEM INC RA1	358.64
	Bill Pmt -Check	09/12/2023	11082	TRACTOR SUPPLY CREDIT PLAN X7517	19.98
	Bill Pmt -Check	09/12/2023	11083	USBLUEBOOK 77001	1,363.63
Total 1000 - Nextier Bank Checking 3920					<u>321,226.97</u>

09/08/23

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

Payable Vouchers

As of September 14, 2023

	Type	Date	Num	Name	Credit
1010 - Nextier Bank Payroll 3933					
+	Check	08/17/2023	EFT	PAYROLL DIRECT DEPOSIT#	9,861.36
+	Check	08/17/2023	EFT	PAYROLL IMPOUNDED TAXES#	4,575.74
+	Check	08/21/2023	EFT	MG TRUST#	2,031.53
+	Check	08/28/2023	EFT	MG TRUST#	2,029.13
+	Check	08/31/2023	EFT	PAYROLL DIRECT DEPOSIT#	10,161.81
+	Check	08/31/2023	EFT	PAYROLL IMPOUNDED TAXES#	4,873.31
Total 1010 - Nextier Bank Payroll 3933					<u>33,532.88</u>
1020 - Nextier Bank MM 3946					
+	Check	08/31/2023		RETURNED DEPOSIT#	303.02
+	Check	08/31/2023		NEXTIER BANK FEE#	30.00
+	Check	08/31/2023		NEXTIER BANK FEE#	389.60
Total 1020 - Nextier Bank MM 3946					722.62
1035 - Mars Bank Dev Escrow 5281					
Total 1035 - Mars Bank Dev Escrow 5281					
TOTAL					<u><u>355,482.47</u></u>

*paid prior to meeting
+electronic payment

Motion made by Member Dorsch and seconded by Member Baldauf to approve the Payable Vouchers List for May and June 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. Mr. Dailey discussed the recent letters mailed to tap payers that have not yet tapped and the responses received. Mr Dailey recommended the Board consider rescinding the letters and overall position on this issue in light of not all taps having the same initial inception or conditions. After some discussion, the Board requested the issue be placed on the October agenda for reconsideration.

WATER SYSTEM SUPERVISORS REPORT

Supervisor Trecziak updated the Board on the status of the Dickey Rd Pump Station pump. One of the two pumps sustained catastrophic damage and is not repairable. A replacement is being sought. Member Dorsch has been instrumental in this effort. A review of the road repair that will be needed on Community Center Dr was discussed as well as a possible longer term contractor relationship with a new vendor to the Authority. A review of the recent tank inspection was discussed. The formal report is forthcoming.

Water System Supervisors Report
August 2023

	Month	Year
Final Readings	21	159
Backflow inspections	4	40
New service customer sign up	11	36
New Service customer metered	4	41
Service line locate	90	1117
Main line locate	187	2088
Service Line Inspection	1	29
Meter Change out	4	71
Radio Read Install	3	35
Service shut off	0	15
Service turn on	0	20
Service Leaks	1	5
Misc Service calls	6	70
Main line Breaks	0	10
Total number of taps	4	50
Bore	3	29
Short	1	21

	July 2023	July 2022	Yr to Date
Total Water Purchased/West View	23,209,000 (-0.7%)	23,032,000	176,568,000(+3.2%)
Total Water used/Richland Tank	12,283,000 (-1.5%)	12,471,000	101,640,000(+5.8%)
Total Water used/Bakerstown Tank	10,826,000 (-2.5%)	10,561,000	74,828,000(+0.8%)
Average Water use/244 days West View	748,000	743,000	733,000
Average Water use/244 days Richland	399,000	402,000	421,000
Average Water use/244 days Bakerstown	349,000	341,000	307,000
Peak day demand/system	887,000	903,000	1,223,000
Peak day demand/Richland Tank	509,000	402,000	861,000
Peak day demand/Bakerstown Tank	478,000	485,000	535,000
Total Precipitation	6.95	2.98	34.55

SOLICITOR'S REPORT

Solicitor Miller provided the developer signed Dedication Agreement for Gibsonia Commons. The Authority is still waiting for the documents for TOA Phase 3 and it was reiterated that taps must be withheld until the documents are received.

After brief discussion, Motion by Member Anderson, Seconded by Member Dorsch to approve Resolution No. 3-2023 adopting the Dedication Agreement by Gibsonia Commons. Motion carried.

ENGINEER'S REPORT

Engineer Coldren updated the Board on the status of the McMorran Rd waterline project with a pre construction meeting scheduled for end of September and work expected to start early October. An update was also provided on the Route 910 and Community Center Dr traffic signal project that will require the Authority waterline to be relocated outside the roadway.

OLD BUSINESS

There was no old business.

NEW BUSINESS

The Board was presented with the GEDTF Grant Resolution for waterline replacements on Chessrown Avenue and Community Center Drive for \$350,000 that requires no local match. After some discussion, Motion by Member Fogliani, Seconded by Member Baldauf to approve Resolution No. 4-2023 approving the application be submitted. Motion carried.

The Interim Director provided the Board with both the General Operating Budget and the Capital Improvement Plan as follows:

	Oct '21 - Jul 22	Oct '22 - Jul 23	2023 Budget	\$ Over Budget	% of Budget	2024 Budget	% of '23 Budget
Ordinary Income/Expense							
Income							
4000 · Service Charges							
4010 · Residential	1,691,233.43	1,506,773.16	2,000,000.00	(493,226.84)	75.34%	2,118,000.00	5.9%
4011 Res Mobile Home Parks		19,012.36				23,500.00	
4020 · Commercial	219,105.27	213,746.18	292,146.00	(78,399.82)	73.16%	292,146.00	0.0%
4030 · Municipal	171,394.78	151,861.08	205,000.00	(53,138.92)	74.08%	205,000.00	0.0%
4040 · Public Fire	25,816.40	3,000.00	123,900.00	(120,900.00)	2.42%	126,600.00	2.18%
4050 · Private Fire	24,511.78	22,600.00	22,600.00	0.00	100.0%	22,600.00	0.0%
4060 · Bulk Water	5,125.28	9,232.61	5,000.00	4,232.61	184.65%	7,500.00	50.0%
4090 · Late Charges and Penalties	23,299.73	27,875.33	25,000.00	2,875.33	111.5%	25,000.00	0.0%
Total 4000 · Service Charges	2,160,486.67	1,954,100.72	2,673,646.00	(719,545.28)	73.09%	2,820,346.00	5.49%
4100 · Tap-in Fees	98,616.00	124,353.55	100,000.00	24,353.55	124.35%	58,900.00	(41.1%)
4200 · Tank Antenna Rental	600.00	600.00	750.00	(150.00)	80.0%	600.00	(20.0%)
4300 · Meter and Meter Pit Sales	5,457.27	1,065.37	2,000.00	(934.63)	53.27%	2,000.00	0.0%
4400 · Capital Improvements Surcharge	59,753.00	82,087.90	108,000.00	(25,912.10)	76.01%	256,000.00	137.04%
4600 · Miscellaneous Income							
4610 Meter Readings and Shut Offs		2,403.40				2,400.00	
4615 · Lien Letters	4,725.00	2,750.00				3,000.00	
4620 · Misc Revenue	4,984.80	7,538.95	10,000.00	(2,461.05)	75.39%	7,500.00	(25.0%)
4600 · Miscellaneous Income - Other	0.00	0.00	0.00	0.00	0.0%	0.00	
Total 4600 · Miscellaneous Income	9,709.80	12,692.35	10,000.00	2,692.35	126.92%	12,900.00	29.0%
4700 · Non-Operating Revenues							
4705 · Discounts Earned	32.87	0.00	200.00	(200.00)	0.0%	200.00	0.0%
4710 · Interest Income	5,745.33	35,171.50	8,000.00	27,171.50	439.64%	30,000.00	275.0%
Total 4700 · Non-Operating Revenues	5,778.20	35,171.50	8,200.00	26,971.50	428.92%	30,200.00	268.29%
Total Income	2,340,400.94	2,210,071.39	2,902,596.00	(692,524.61)	76.14%	3,180,946.00	9.59%
Gross Profit	2,340,400.94	2,210,071.39	2,902,596.00	(692,524.61)	76.14%	3,180,946.00	9.59%
Expense							
6100 · Distribution System							
6110 · Water Purch - West View	1,057,393.26	995,355.69	1,300,000.00	(304,644.31)	76.57%	1,300,000.00	0.0%
6130 · Meters, Pipes, and Materials	22,584.14	4,807.85	50,000.00	(45,192.15)	9.62%	30,000.00	(40.0%)
6140 · Maintenance - Main Lines							
6140.1 · Materials and Supplies	58,570.90	47,532.76	100,000.00	(52,467.24)	47.53%	75,000.00	(25.0%)
6140.2 · Labor	76,140.60	66,016.49				80,000.00	
Total 6140 · Maintenance - Main Lines	134,711.50	113,549.25	100,000.00	13,549.25	113.55%	155,000.00	55.0%
6160 · Maintenance - Service							
6160.1 · Materials and Supplies	15,513.84	18,309.43	75,000.00	(56,690.57)	24.41%	30,000.00	(60.0%)
6160.2 · Labor	53,526.31	41,339.16				45,000.00	
Total 6160 · Maintenance - Service	69,040.15	59,648.59	75,000.00	(15,351.41)	79.53%	75,000.00	0.0%
6170 · Maintenance - Meters							
6170.1 · Materials and Supplies	7,164.28	22,219.80	20,000.00	2,219.80	111.1%	5,000.00	(75.0%)
6170.2 · Labor	7,297.72	8,107.53				10,000.00	
Total 6170 · Maintenance - Meters	14,462.00	30,327.33	20,000.00	10,327.33	151.64%	15,000.00	(25.0%)
6180 · Maintenance - Hydrants							
6180.1 · Materials and Supplies	3,106.31	420.00	6,000.00	(5,580.00)	7.0%	6,000.00	0.0%
6180.2 · Labor	2,527.52	4,369.88	0.00	4,369.88	100.0%	6,000.00	
Total 6180 · Maintenance - Hydrants	5,633.83	4,789.88	6,000.00	(1,210.12)	79.83%	12,000.00	100.0%
6190 · Contract Labor	34,210.00	0.00	25,000.00	(25,000.00)	0.0%	15,000.00	(40.0%)
Total 6100 · Distribution System	1,338,034.88	1,208,478.59	1,576,000.00	(367,521.41)	76.68%	1,602,000.00	1.65%
6200 · Dickey Road Water Booster							
6210 · Labor	133.67	249.95	500.00	(250.05)	49.99%	500.00	0.0%
6220 · Contract Labor	14,935.48	917.03	500.00	417.03	183.41%	1,000.00	100.0%

6230 · Electricity	8,273.27	10,190.07	8,500.00	1,690.07	119.88%	13,000.00	52.94%
6250 · Materials and Supplies	321.93	1,041.71	500.00	541.71	208.34%	1,000.00	100.0%
Total 6200 · Dickey Road Water Booster	23,664.35	12,398.76	10,000.00	2,398.76	123.99%	15,500.00	55.0%
6300 · West View Route 910 Meter Pit							
6310 · Labor	16.11	1,133.53	1,000.00	133.53	113.35%	1,000.00	0.0%
6330 · Electricity	152.43	184.50	200.00	(15.50)	92.25%	250.00	25.0%
6350 · Materials and Supplies	0.00	0.00	500.00	(500.00)	0.0%	500.00	0.0%
Total 6300 · West View Route 910 Meter Pit	168.54	1,318.03	1,700.00	(381.97)	77.53%	1,750.00	2.94%
6400 · Bakerstown Tank							
6410 · Labor	377.37	311.08	1,000.00	(688.92)	31.11%	500.00	(50.0%)
6420 · Contract Labor	600.00	2,391.53	500.00	1,891.53	478.31%	2,500.00	400.0%
6430 · Electricity	540.23	569.64	500.00	69.64	113.93%	700.00	40.0%
6440 · Natural Gas	244.61	220.27	250.00	(29.73)	88.11%	250.00	0.0%
6450 · Materials and Supplies	0.00	0.00	500.00	(500.00)	0.0%	500.00	0.0%
Total 6400 · Bakerstown Tank	1,762.21	3,492.52	2,750.00	742.52	127.0%	4,450.00	61.82%
6500 · Richland Tanks							
6510 · Labor	375.98	69.02	1,000.00	(930.98)	6.9%	500.00	(50.0%)
6520 · Contract Labor	660.00	2,391.53	2,500.00	(108.47)	95.66%	2,500.00	0.0%
6530 · Electricity	388.43	281.77	500.00	(218.23)	56.35%	500.00	0.0%
6550 · Materials and Supplies	0.00	0.00	500.00	(500.00)	0.0%	500.00	0.0%
Total 6500 · Richland Tanks	1,424.41	2,742.32	4,500.00	(1,757.68)	60.94%	4,000.00	(11.11%)
6600 · Ridge Road Tank							
6610 · Labor	393.31	202.45	500.00	(297.55)	40.49%	500.00	0.0%
6620 · Contract Labor	660.00	2,391.53	500.00	1,891.53	478.31%	2,500.00	400.0%
6630 · Electricity	1,953.88	2,182.95	2,000.00	182.95	109.15%	2,500.00	25.0%
6650 · Materials and Supplies	0.00	0.00	500.00	(500.00)	0.0%	500.00	0.0%
Total 6600 · Ridge Road Tank	3,007.19	4,776.93	3,500.00	1,276.93	136.48%	6,000.00	71.43%
6700 · General Expenses							
6710 · Payroll Expenses							
6711 · Unapplied Labor	38,922.86	37,249.64	20,000.00	17,249.64	186.25%	40,000.00	100.0%
6712 · Billings - Salaries	71,085.95	63,878.93	52,500.00	11,378.93	121.67%	0.00	(100.0%)
6713 · Billings - Supplies	0.00	0.00	2,500.00	(2,500.00)	0.0%	0.00	(100.0%)
6714 · Payroll Taxes							
6714.1 Labor		13,989.85				17,000.00	
6714.2 Foreman		7,009.27				8,200.00	
6714.3 Office		4,613.68				5,400.00	
6714.5 - General	28,056.51	0.00	31,000.00	(31,000.00)	0.0%	-	(100.0%)
Total 6714 · Payroll Taxes	28,056.51	25,612.80	31,000.00	(5,387.20)	82.62%	30,600.00	(1.29%)
6715 · Employee Benefits							
6715.1 · Labor	7,786.28	56,523.44				67,000.00	
6715.2 · Foreman	2,655.47	21,388.92				25,000.00	
6715.3 · Office	2,239.27	15,530.60				18,200.00	
6715.5 · General	81,618.00	0.00	140,000.00	(140,000.00)	0.0%	-	(100.0%)
Total 6715 · Employee Benefits	94,299.02	93,442.96	140,000.00	(46,557.04)	66.75%	110,200.00	(21.29%)
6716 · Deferred Compensation							
6716.1 Labor		10,687.22				13,000.00	
6716.2 Foreman		3,562.47				6,500.00	
6716.3 Office		3,562.31				3,500.00	
6716.5 - General	14,683.44	0.00	24,000.00	(24,000.00)	0.0%	-	(100.0%)
Total 6716 · Deferred Compensation	14,683.44	17,812.00	24,000.00	(6,188.00)	74.22%	23,000.00	(4.17%)
6717 · Summer Help	0.00	0.00	15,000.00	(15,000.00)	0.0%	0.00	(100.0%)
6718 · 1099 Labor	850.00					-	
Total 6710 · Payroll Expenses	247,897.78	237,996.33	285,000.00	(47,003.67)	83.51%	203,800.00	(28.49%)
6740 · Building Maintenance							
6740.1 · Materials and Supplies	8,821.75	7,968.41	18,000.00	(10,031.59)	44.27%	11,000.00	(38.89%)

6740.2 - Labor	5,853.96	9,082.51	0.00	9,082.51	100.0%	10,000.00	
Total 6740 - Building Maintenance	14,675.71	17,050.92	18,000.00	(949.08)	94.73%	21,000.00	16.67%
6750 - Telephone	2,218.75	3,288.72	2,700.00	588.72	121.8%	3,900.00	44.44%
6751 - Cell Phone							
6751.1 - Foreman	1,028.12	1,070.64	1,350.00	(279.36)	79.31%	1,350.00	0.0%
6751.2 - Labor	450.00	450.00	450.00	0.00	100.0%	600.00	33.33%
Total 6751 - Cell Phone	1,478.12	1,520.64	1,800.00	(279.36)	84.48%	1,950.00	8.33%
6760 - Electricity	4,100.95	4,663.17	5,000.00	(336.83)	93.26%	5,500.00	10.0%
6770 - Natural Gas	2,391.90	2,780.47	3,000.00	(219.53)	92.68%	3,300.00	10.0%
6780 - Telemetering	1,701.00	1,571.21	2,100.00	(528.79)	74.82%	5,040.00	140.0%
6800 - Postage	8,582.51	9,360.01	10,300.00	(939.99)	90.87%	11,000.00	6.8%
6810 - Insurance	16,514.78	24,122.00	25,000.00	(878.00)	96.49%	25,000.00	0.0%
6830 - Taxes, Licenses, Permits	370.00	1,130.00	1,000.00	130.00	113.0%	1,000.00	0.0%
6835 - Uniform Allowance	331.15	394.43	750.00	(355.57)	52.59%	750.00	0.0%
6840 - Equipment Rentals	116.40	0.00	500.00	(500.00)	0.0%	500.00	0.0%
6850 - Truck and Equip Repairs							
6851 - Dump Truck	1,194.52	1,011.20	1,200.00	(188.80)	84.27%	1,200.00	0.0%
6852 - Small Service Truck	2,500.77	3,829.12	2,500.00	1,329.12	153.17%	1,500.00	(40.0%)
6853 - Backhoe	3,088.37	1,839.48	3,500.00	(1,660.52)	52.56%	2,000.00	(42.86%)
6854 - 2017 Colorado Pickup Truck	2,525.29	2,926.24	2,000.00	926.24	146.31%	2,000.00	0.0%
6855 - 2015 Pickup Truck	2,350.14	4,491.31	2,500.00	1,991.31	179.65%	2,500.00	0.0%
6856 - 2021 Chevy Silverado Truck	1,817.74	3,260.10	3,500.00	(239.90)	93.15%	3,500.00	0.0%
6859 - Other Small Equipment	1,540.85	69.44	2,500.00	(2,430.56)	2.78%	500.00	(80.0%)
Total 6850 - Truck and Equip Repairs	15,017.68	17,426.89	17,700.00	(273.11)	98.46%	13,200.00	(25.42%)
6860 - Tools and Supplies	10,403.48	5,767.55	12,000.00	(6,232.45)	48.06%	12,000.00	0.0%
6880 - Employee Evaluation/Training	1,346.23	889.84	3,000.00	(2,110.16)	29.66%	3,000.00	0.0%
6900 - Trash Removal	1,178.40	1,346.31	1,400.00	(53.69)	96.17%	1,600.00	14.29%
6910 - Sewage	701.30	642.67	1,000.00	(357.33)	64.27%	750.00	(25.0%)
6920 - Miscellaneous Expense	3,466.39	643.96	4,000.00	(3,356.04)	16.1%	3,000.00	(25.0%)
6930 - Fire Hydrant Tax	134.99	134.99	200.00	(65.01)	67.5%	135.00	(32.5%)
Total 6700 - General Expenses	332,627.52	330,730.11	394,450.00	(63,719.89)	83.85%	316,425.00	(19.78%)
7000 - Administrative Expenses							
7010 - Payroll Expenses							
7011 - Office Salaries	28,188.70	3,495.06	18,900.00	(15,404.94)	18.49%	67,275.00	255.95%
7012 - Foreman Admin Salary	60,667.04	88,092.78	103,896.00	(15,803.22)	84.79%	107,532.00	3.5%
Total 7010 - Payroll Expenses	88,855.74	91,587.84	122,796.00	(31,208.16)	74.59%	174,807.00	42.36%
7020 - Payroll Processing	1,852.39	1,944.99	2,500.00	(555.01)	77.8%	2,500.00	0.0%
7030 - Legal	8,272.50	10,530.50	15,000.00	(4,469.50)	70.2%	10,000.00	(33.33%)
7040 - Engineering	29,114.65	6,479.60	25,000.00	(18,520.40)	25.92%	10,000.00	(60.0%)
7045 - Professional Consulting	0.00	49,595.63	60,000.00	(10,404.37)	82.66%	60,000.00	0.0%
7050 - Audit	19,728.62	9,678.75	15,000.00	(5,321.25)	64.53%	10,000.00	(33.33%)
7060 - Accounting	11,612.04	18,810.49	15,000.00	3,810.49	125.4%	20,000.00	33.33%
7080 - Dues and Subscriptions	4,530.95	9,297.75	8,000.00	1,297.75	116.22%	9,500.00	18.75%
7081 - Compliance Fee	15,000.00	15,000.00	20,000.00	(5,000.00)	75.0%	20,000.00	0.0%
7090 - Office Expenses	12,994.98	16,619.47	30,000.00	(13,380.53)	55.4%	17,901.00	(40.33%)
7091 - Computer Software	14,826.39	8,121.95	20,000.00	(11,878.05)	40.61%	25,000.00	25.0%
7092 - Computer Equipment	91.29	0.00	2,000.00	(2,000.00)	0.0%	2,000.00	0.0%
7095 - Copier Lease		553.96				1,700.00	
7100 - Travel	0.00	0.00	500.00	(500.00)	0.0%	500.00	0.0%
7110 - Uncollectible Accounts	0.00	0.00	200.00	(200.00)	0.0%	200.00	0.0%
7120 - Bank Charges	2,491.76	3,063.55	200.00	2,863.55	1,531.78%	4,700.00	2,250.0%
7130 - Advertising	1,639.05	(135.00)	500.00	(635.00)	(27.0%)	750.00	50.0%
7199 - Cash Over/Short	3,263.35	2,456.19				3,000.00	
Total 7000 - Administrative Expenses	214,273.71	243,605.67	336,696.00	(93,090.33)	72.35%	372,558.00	10.65%
7500 - Capital Improvements	65,848.66	543,072.02	108,000.00	435,072.02	502.84%	256,000.00	137.04%

8000 - Other Expenses							
8010 - Depreciation	382,361.40	344,125.26	450,000.00	(105,874.74)	76.47%	374,263.00	(16.83%)
8020 - Loan Interest Expense	32,254.90	27,302.68	15,000.00	12,302.68	182.02%		(100.0%)
8030 Loan Principal Payments		132,697.32				228,000.00	
Total 8000 - Other Expenses	414,616.30	504,125.26	465,000.00	39,125.26	108.41%	602,263.00	29.52%
Total Expense	2,395,427.77	2,854,740.21	2,902,596.00	(47,855.79)	98.35%	3,180,946.00	9.59%
Net Ordinary Income	(55,026.83)	(644,668.82)	0.00	(644,668.82)	100.0%		

The General Operating budget necessitates a \$.50 per thousand gallon increase to balance the budget as a result in a decrease in tap revenue that is expected in 2024, increased in commodities across the Authority and an increase in wages and healthcare for the labor contract. After some discussion, Motion by Member Baldauf, Seconded by Member Dorsch to approve Resolution No. 5-2023 adopting the 2024 General Operating Budget and increasing the water rate by \$.50 per thousand for 2024. Motion carried 4-1 with Member Fogliani dissenting.

The Capital Improvement Budget was presented by the Interim Director as follows:

2024-2026 Capital Improvement Plan

Annual Capital Budget \$630,000

	2024 Capital	2025 Capital	2026 Capital
Permaloggers (Leak Detection)	\$10,000	\$10,000	\$10,000
Richland Tank #1 Painting	\$150,000		
Dickey Rd Pump Station Rehab	\$100,000		
Meter Replacements (100 meters)	\$20,000	\$20,000	\$20,000
Grove Rd waterline replacement	\$297,500		
Replace 2017 Service Truck	\$75,000		
Transfer to Capital Fund			0
Transfer from Capital Fund	\$22,000	\$ 20,000	0
Replace Grubbs Rd waterline		\$450,000	
Replace Bakerstown Rd bridge pipe		\$125,000	
Replace 2015 Silverado		\$45,000	
Ewalt Rd waterline replacement Phase I			\$450,000
Replace Chessrown Ave waterline			\$100,000
Replace 2018 Colorado			\$50,000
Totals	\$ 630,000	\$ 650,000	\$ 630,000

After some discussion, Motion by Member Anderson, Seconded by Member Fogliani to approve the Capital Improvement Plan as presented. Motion carried.

There being no more business Motion made by Member Anderson and seconded by Member Dorsch to adjourn the meeting at 7:20 PM. Motion carried.

Respectfully submitted: George Anderson, Secretary

The next regularly scheduled meeting will be held Monday October 9, 2023, at the Richland Township Municipal Authority located at 2012 Kramer Road, Gibsonia, PA.

Jason Dailey
Interim Director