

## RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

### MINUTES OF NOVEMBER 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, G. Anderson, b. Dorsch, and N. Baldauf. Also in attendance were Interim Director J. Dailey, Solicitor S. Miller, and System Supervisor S. Tracziak.

#### CALL TO ORDER

Chairman Funk called the regularly scheduled meeting to order at 6:00 P.M.

#### PLEDGE OF ALLIGENCE

RECOGNITION OF VISITORS – Mrs. Mary Ann Bombich from 2616 Elgro Rd was in attendance. Mrs Bombich addressed the Board with her financial hardship as a result of her husbands passing this past summer. After some discussion, Motion by Member Baldauf, Seconded by Member Dorsch to approve the hardship request requesting the lower tap rate of \$3030.50 for Mrs Bombich at 2616 Elgro Road. Motion carried.

#### APPROVAL OF October 14, 2023 REGULAR MEETING MINUTES

Motion made by Member Baldauf and seconded by Member Anderson to approve the Minutes. Motion carried.

#### FINANCE

The Treasurer's Report was submitted and read by Member Dorsch.

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

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

Water Bill Collections		\$ 262,820.96	
Miscellaneous		\$ 13,979.54	*see details below
Taps		\$ 5,723.00	
<b>TOTAL</b>		<b>\$ 282,523.50</b>	

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

West View Water Authority - \$118,236.75 - Water Purchase  
 MEIT - \$9,546.22 - Health Insurance  
 Edmunds GovTech - \$6,297.64 - Billing Software  
 Dailey Operation Consulting - \$5,000.00 - Consulting Services

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

			Int Rate
Nextier Money Market		\$ 1,500,506.95	4.13%
Nextier Revenue Account		\$ 21,822.28	N/A
Nextier Payroll Account		\$ -	N/A
Nextier Savings		\$ 81,006.22	3.91%
<b>TOTAL BALANCE</b>		<b>\$ 1,603,335.45</b>	

**\*Miscellaneous Revenue**

Lien Letters	\$ 250.00
Mobile Home Parks	\$ -
Bulk Water	\$ 373.96
Public Fire Invoices	\$ -
Private Fire Invoices	\$ 5,650.00
Tank Antenna Rental	\$ -
Meter and Meter Pit Sales	\$ 1,481.88
Interest, Discounts, Misc	\$ 6,223.70
<b>TOTAL</b>	<b>\$ 13,979.54</b>

Loans	Payment	Interest Rate	Balance	Matures
Mars Bank Tank Loan	\$ 9,000.00	3.45%	\$ 179,350.56	7/1/2028
Mars Bank Mortgage	\$ 10,000.00	3.82%	\$ 577,831.69	3/12/2035
		<b>TOTAL BALANCE</b>	<b>\$ 757,182.25</b>	

Developer Escrow Account	Interest Rate	Balance
Mars Bank Developers Escrow	0.01%	\$ 38,928.82
Includes Deposits from:	Interest	\$ 0.32
	Chatham Eco Village	\$ 1,196.00
	Chatham University Bunkhouse	\$ 3,803.50
	Colony Courts Phase III	\$ 3,153.54
	Olympus Energy	\$ 2,800.00
	Traditions of America	\$ 8,933.46
	Gibsonia Commons Maintenance Bond - Expiration 02/14/2025	\$ 19,042.00

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

The Payable Voucher List was submitted for review:

11/06/23

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

Payable Vouchers

As of November 9, 2023

	Type	Date	Num	Name	Credit
1000 - Nextier Bank Checking 3920					
+	Check	10/10/2023	EFT	BOOKMINDERS RTMAAC	1,538.25
*	Bill Pmt -Check	10/10/2023	11111	AMAZON CAPITAL SERVICES	326.23
*	Bill Pmt -Check	10/10/2023	11112	C&C LANDSCAPING CONTRACTORS	3,735.00
*	Bill Pmt -Check	10/10/2023	11113	CITCO WATER	2,296.47
*	Bill Pmt -Check	10/10/2023	11114	CWM ENVIRONMENTAL INC	953.45
*	Bill Pmt -Check	10/10/2023	11115	KRESS TIRE 910RICHTWPH20	30.00
*	Bill Pmt -Check	10/10/2023	11116	PAYARGO	904.75
*	Bill Pmt -Check	10/10/2023	11117	PENNSYLVANIA ONE CALL SYSTEM INC RA1	283.59
*	Bill Pmt -Check	10/10/2023	11118	RICHLAND TOWNSHIP 130	889.02
*	Bill Pmt -Check	10/10/2023	11119	TRACTOR SUPPLY CO - A/P	122.45
*	Bill Pmt -Check	10/10/2023	11120	WEST VIEW WATER AUTH 60000-0148900-001	118,236.75
+	Check	10/12/2023	EFT	COMPUTER FELLOWS INC	169.79
+	Check	10/12/2023	EFT	MARS NATIONAL BANK 49666#	10,000.00
*	Bill Pmt -Check	10/17/2023	11121	CAMPBELL DURRANT PC	47.00
*	Bill Pmt -Check	10/17/2023	11122	CINTAS 11899809	317.28
*	Bill Pmt -Check	10/17/2023	11123	SCHLOTTERBECK, STEVEN	240.14
*	Bill Pmt -Check	10/17/2023	11124	WARYCH, CHRIS	45.56
+	Check	10/18/2023	EFT	PEOPLES 200004361651	25.20
+	Check	10/18/2023	EFT	PEOPLES 200004361735	19.63
+	Check	10/19/2023	EFT	DUQUESNE LIGHT 6848-207-443	1,477.99
+	Check	10/20/2023	EFT	ADP#	86.16
+	Check	10/23/2023	EFT	DUQUESNE LIGHT COMPANY 1586-230-000	520.53
*	Bill Pmt -Check	10/24/2023	11125	ADVANCE AUTO PARTS 1239009494	18.78
*	Bill Pmt -Check	10/24/2023	11126	CITCO WATER	1,041.12
*	Bill Pmt -Check	10/24/2023	11127	EDMUNDS GOVTECH H-0114-2	6,297.64
*	Bill Pmt -Check	10/24/2023	11128	SPRENG, FLORENCE	58.86
*	Bill Pmt -Check	10/24/2023	11129	TRIB TOTAL MEDIA 1113660	71.50
*	Bill Pmt -Check	10/24/2023	11130	ARMSTRONG 0581275-01	204.35
+	Bill Pmt -Check	10/25/2023	EFT	TOSHIBA FINANCIAL SERVICES	141.46
+	Check	10/31/2023	EFT	PITNEY BOWES GLOBAL FIN SVC 0010686478	84.99
+	Check	10/31/2023	EFT	VOGEL DISPOSAL SERVICE INC 01 0009372 3	135.05
*	Bill Pmt -Check	10/31/2023	11131	AMERICAN WATER WORKS ASSOC 00017049-0	412.00
*	Bill Pmt -Check	10/31/2023	11132	JERRY SCHWICKRATH WINDOW CLEANING LLC	125.00
*	Bill Pmt -Check	10/31/2023	11133	L/B WATER SERVICE INC 13167	2,351.07
*	Bill Pmt -Check	10/31/2023	11134	MCGINLEY, DEBORAH OR WILLIAM	75.28
*	Bill Pmt -Check	10/31/2023	11135	POLLARDWATER	381.13
*	Bill Pmt -Check	10/31/2023	11136	SENKOSKI, M OR KRIZNIK	71.36
*	Bill Pmt -Check	10/31/2023	11137	USABLUEBOOK 77001	127.32
+	Check	11/01/2023	EFT	HUB INTERNATIONAL MUNICIRI01	2,435.00
+	Check	11/01/2023	EFT	MARS NATIONAL BANK 94659#	9,000.00
*	Bill Pmt -Check	11/01/2023	11138	MEIT 09000-0290	9,546.22
*	Bill Pmt -Check	11/01/2023	11139	TEAMSTERS LOCAL UNION 205	259.00
+	Check	11/03/2023	EFT	ADP#	84.57
+	Check	11/04/2023	EFT	VERIZON WIRELESS 742081832-00001	92.38
+	Check	11/05/2023	EFT	BMO#	239.78
+	Check	11/06/2023	EFT	PITNEY BOWES GLOBAL FIN SVC 0010686478	213.90
	Bill Pmt -Check	11/07/2023	11140	DAILEY OPERATION CONSULTING LLC	4,235.00
	Bill Pmt -Check	11/07/2023	11141	FERGUSON WATERWORKS #920	902.62
	Bill Pmt -Check	11/07/2023	11142	GAMBLE, RICHARD	36.32
	Bill Pmt -Check	11/07/2023	11143	INDUSTRIAL SERVICE SOLUTIONS	7,822.00
	Bill Pmt -Check	11/07/2023	11144	JIM SHORKEY AUTO GROUP R2012	283.96

11/06/23

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

Payable Vouchers

As of November 9, 2023

Type	Date	Num	Name	Credit
Bill Pmt -Check	11/07/2023	11145	MRM PROPERTY LIABILITY & TRUST RICHTO11	16,050.00
Bill Pmt -Check	11/07/2023	11146	PENNSYLVANIA ONE CALL SYSTEM INC RA1	250.35
Bill Pmt -Check	11/07/2023	11147	POLLARDWATER	159.70
Bill Pmt -Check	11/07/2023	11148	RAVE MOBILE SAFETY	1,440.00
Bill Pmt -Check	11/07/2023	11149	RENTAL TIME GENERAL RENTAL CENTER INC	40.15
Bill Pmt -Check	11/07/2023	11150	TRIB TOTAL MEDIA 1113660	90.50
Bill Pmt -Check	11/07/2023	11151	VENEZIA, TAMMY	300.00
Bill Pmt -Check	11/07/2023	11152	WEST VIEW WATER AUTH 60000-0148900-001	86,682.92
Total 1000 - Nextier Bank Checking 3920				294,026.52
1010 - Nextier Bank Payroll 3933				
+	Check	10/12/2023	EFT PAYROLL DIRECT DEPOSIT#	11,267.43
+	Check	10/12/2023	EFT PAYROLL IMPOUNDED TAXES#	5,647.63
+	Check	10/12/2023	EFT MG TRUST#	2,122.97
+	Check	10/26/2023	EFT PAYROLL DIRECT DEPOSIT#	8,427.62
+	Check	10/26/2023	EFT PAYROLL IMPOUNDED TAXES#	3,967.91
+	Check	10/26/2023	EFT MG TRUST#	1,776.05
Total 1010 - Nextier Bank Payroll 3933				33,209.61
1020 - Nextier Bank MM 3946				
+	Check	10/30/2023	LINK2GOV A/P#	365.12
+	Check	10/31/2023	NEXTIER BANK FEE#	30.00
+	Check	10/31/2023	NEXTIER BANK FEE#	387.85
Total 1020 - Nextier Bank MM 3946				782.97
1035 - Mars Bank Dev Escrow 5281				
Total 1035 - Mars Bank Dev Escrow 5281				
TOTAL				<u>328,019.10</u>

\*paid prior to meeting

+electronic payment

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

The Board was presented with their Monthly Budget Reports that included the Budget to Actual, Balance Sheet for all funds, the Comparative Income Statement and the Monthly Consumption report.

INTERIM DIRECTORS REPORT

The Board was presented with copies of their weekly Authority briefings. Interim Director updated the Board on a personnel matter.

WATER SYSTEM SUPERVISORS REPORT

System Supervisor Trecziak provided his monthly report and system update. The Board were updated on recent leaks repairs that have been made, taps that have been made, McMorran Road notifications for work starting next week and an update on the status of the pump installation at Dickey Road (expected to be next week).

SOLICITOR'S REPORT

Solicitor Miller updated the Board that TOA has been advised of their security bond amount which is around \$17k again, and advised that no taps will be made until the security is in place.

### ENGINEER'S REPORT

Dave Coldren presented the Board with his monthly report, the Annual Report and provided an update on the water availability for the Olympus project in West Deer.

### OLD BUSINESS

The Board had previously approved a plan to replace 2600' of waterline along Grove Road that was both submitted for a grant application last year and also as part of the 2024 Capital Plan, in the event the grant is not awarded. The waterline is now in need of design and bidding. After some discussion, Motion by Member Baldauf, Seconded by Member Anderson to authorize the design work to KLH for an amount not to exceed \$22,500 and have the project advertised for bid. Motion carried.

### NEW BUSINESS

The Interim Director presented the Board with a Resolution for the LSA Statewide grant application that is being applied for by staff for 2400' of waterline replacement along Grubbs Road. The estimated cost is \$520,000 and does not include a match, however, it was recommended to include a \$20,000 match by the Authority to support the project. After some discussion, Motion by Member Baldauf, Seconded by Member Dorsch to approve Resolution R-8-23 for the grant application. Motion carried.

The Authority had completed the water tank inspection report for all storage tanks. The highest priority item was the tank painting and coating of the Richland Tank #1. After some discussion, Motion by Member Anderson, Seconded by Member Baldauf to approve KLH to perform the design, prepare the bid specifications and bid the project at a rate not to exceed \$18,500.

There being no more business Motion made by Member Fogliani and seconded by Member Baldauf to adjourn the meeting at 7:15 PM

Respectfully submitted: George Anderson, Secretary

The next regularly scheduled meeting will be held Thursday December 14, at the Richland Township Municipal Authority located at 2012 Kramer Road, Gibsonia, PA.

Jason Dailey  
Interim Director