

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

MINUTES OF December 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, B. Dorsch , G. Anderson, N. Baldauf. Also in attendance were Interim Director J. Dailey, Solicitor S. Miller, Engineer D. Coldren, System Supervisor Scott Treziak and Office Administrator April Shepard. Absent was Member Fogliani.

CALL TO ORDER

Chairman Funk called the regularly scheduled meeting to order at 6:00 P.M with a Reorganization of the Board.

PLEDGE OF ALLIGENCE

RECOGNITION OF VISITORS

No visitors were present.

APPROVAL OF November 9, 2023 REGULAR MEETING MINUTES

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

Water Bill Collections		\$ 255,990.82	
Miscellaneous		\$ 8,963.85	*see details below
Taps		\$ 3,030.00	
TOTAL		\$ 267,984.67	

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

West View Water Authority - \$86,682.92 - Water Purchase
 MRM Property - \$16,050.00 - Property and General Liability Insurance
 MEIT - \$9,546.22 - Health Insurance
 Industrial Service Solutions - \$7,822.00 - Pump Station Rehab
 L/B Water Service Inc - \$7,118.75 - Meters

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

			Int Rate
Nextier Money Market		\$ 1,554,615.76	4.13%
Nextier Revenue Account		\$ 23,962.54	N/A
Nextier Payroll Account		-	N/A
Nextier Savings		\$ 81,006.22	3.91%
TOTAL BALANCE		\$ 1,659,584.52	

***Miscellaneous Revenue**

Lien Letters	\$ 375.00
Mobile Home Parks	\$ 2,176.48
Bulk Water	\$ 1,378.58
Public Fire Invoices	-
Private Fire Invoices	-
Tank Antenna Rental	-
Meter and Meter Pit Sales	-
Interest, Discounts, Misc	\$ 5,033.79
TOTAL	\$ 8,963.85

Loans	Payment	Interest Rate	Balance	Matures
Mars Bank Tank Loan	\$ 9,000.00	3.45%	\$ 170,763.06	7/1/2028
Mars Bank Mortgage	\$ 10,000.00	3.82%	\$ 569,609.81	3/12/2035
		TOTAL BALANCE	\$ 740,372.87	

Developer Escrow Account	Interest Rate	Balance
Mars Bank Developers Escrow	0.01%	\$ 38,414.14
Includes Deposits from:	Interest	\$ 0.64
	Chatham Eco Village	\$ 1,196.00
	Chatham University Bunkhouse	\$ 3,803.50
	Colony Courts Phase III	\$ 3,153.54
	Olympus Energy	\$ 2,285.00
	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:

12/08/23

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

Payable Vouchers

As of December 14, 2023

	Type	Date	Num	Name	Credit
1000 - Nextier Bank Checking 3920					
+	Check	11/10/2023	EFT	BOOKMINDERS RTMAAC	1,584.75
+	Check	11/10/2023	EFT	COMPUTER FELLOWS INC	252.50
+	Check	11/12/2023	EFT	MARS NATIONAL BANK 49666#	10,000.00
*	Bill Pmt -Check	11/14/2023	11153	CAMPBELL DURRANT PC	329.00
*	Bill Pmt -Check	11/14/2023	11154	CITCO WATER	686.62
*	Bill Pmt -Check	11/14/2023	11155	KLH ENGINEERS INC 162-01	4,746.50
*	Bill Pmt -Check	11/14/2023	11156	LB WATER SERVICE INC 13167	217.21
*	Bill Pmt -Check	11/14/2023	11157	RAMBACHER, MARYLA	76.32
*	Bill Pmt -Check	11/14/2023	11158	RICHLAND TOWNSHIP 130	1,756.11
*	Bill Pmt -Check	11/14/2023	11159	TOSHIBA AMERICA - SERVICE	12.52
+	Check	11/16/2023	EFT	PEOPLES 200004361651	38.04
+	Check	11/16/2023	EFT	PEOPLES 200004361735	19.63
+	Check	11/17/2023	EFT	ADP#	84.57
+	Check	11/20/2023	EFT	DUQUESNE LIGHT COMPANY 1586-230-000	446.42
+	Check	11/20/2023	EFT	DUQUESNE LIGHT 6848-207-443	1,383.44
+	Check	11/20/2023	EFT	COMPUTER FELLOWS INC	169.79
*	Bill Pmt -Check	11/21/2023	11160	CINTAS 11899809	430.62
*	Bill Pmt -Check	11/21/2023	11161	CITCO WATER	220.96
*	Bill Pmt -Check	11/21/2023	11162	COUNTY LINE SUPPLY YARD	165.00
*	Bill Pmt -Check	11/21/2023	11163	CWM ENVIRONMENTAL INC	1,103.45
*	Bill Pmt -Check	11/21/2023	11164	KLH ENGINEERS INC 162-01	180.00
*	Bill Pmt -Check	11/21/2023	11165	MEYER, JAMES	31.00
*	Bill Pmt -Check	11/21/2023	11166	ESTATE OF VIOLA CANINO	52.84
+	Bill Pmt -Check	11/25/2023	EFT	TOSHIBA FINANCIAL SERVICES	141.46
*	Bill Pmt -Check	11/29/2023	11171	CLAUS, MADELINE OR TYLER MEADOWS	86.60
*	Bill Pmt -Check	11/28/2023	11172	ESTATE OF MARJORIE DAUER	17.84
*	Bill Pmt -Check	11/28/2023	11173	LB WATER SERVICE INC 13167	7,118.75
*	Bill Pmt -Check	11/28/2023	11174	WOODLANDS OF ST BARNABAS	42.00
+	Check	11/30/2023	EFT	VOGEL DISPOSAL SERVICE INC 01 0009372 3	139.41
*	Bill Pmt -Check	12/01/2023	11167	ARMSTRONG 0581275-01	204.35
*	Bill Pmt -Check	12/01/2023	11168	MEIT 09000-0290	9,546.22
*	Bill Pmt -Check	12/01/2023	11169	PA DEPT ENVIRONMENTAL PROTECTION 5020018	5,000.00
+	Check	12/01/2023	EFT	MARS NATIONAL BANK 94659#	9,000.00
+	Check	12/01/2023	EFT	ADP#	86.16
+	Check	12/02/2023	EFT	VERIZON WIRELESS 742081832-00001	92.38
*	Bill Pmt -Check	12/05/2023	11175	BAJUS, MICHAEL*	200.00
*	Bill Pmt -Check	12/05/2023	11176	DAILEY OPERATION CONSULTING LLC	5,000.00
*	Bill Pmt -Check	12/05/2023	11177	FUNG, BRIAN*	200.00
*	Bill Pmt -Check	12/05/2023	11178	GRAINGER 820751105	465.94
*	Bill Pmt -Check	12/05/2023	11179	HOME DEPOT CREDIT SERVICES X4058	68.38
*	Bill Pmt -Check	12/05/2023	11180	JERRY SCHWICKRATH WINDOW CLEANING LLC	125.00
*	Bill Pmt -Check	12/05/2023	11181	MILLER & MILLER PLLC	1,362.50
*	Bill Pmt -Check	12/05/2023	11182	SCHULTZ, MARTIN OR GLORIA	50.92
*	Bill Pmt -Check	12/05/2023	11183	TEAMSTERS LOCAL UNION 205	169.00
*	Bill Pmt -Check	12/05/2023	11184	USPS	3,000.00
*	Bill Pmt -Check	12/05/2023	11185	VENEZIA, TAMMY	300.00
*	Bill Pmt -Check	12/05/2023	11186	WILL, KURT*	251.43
+	Check	12/05/2023	EFT	BMO#	479.04
+	Check	12/08/2023	EFT	BOOKMINDERS RTMAAC	2,023.25
+	Check	12/09/2023	EFT	PURCHASE POWER 8000-9090-0955-5991	208.99
+	Check	12/11/2023	EFT	COMPUTER FELLOWS INC	169.79
+	Check	12/12/2023	EFT	MARS NATIONAL BANK 49666#	10,000.00
	Bill Pmt -Check	12/12/2023	11187	ADVANCE AUTO PARTS 1239009494	109.07
	Bill Pmt -Check	12/12/2023	11188	ALLEGHENY COUNTY TREASURER	50.00
	Bill Pmt -Check	12/12/2023	11189	BROWN, THEA	56.00
	Bill Pmt -Check	12/12/2023	11190	C&C LANDSCAPING CONTRACTORS	1,245.00
	Bill Pmt -Check	12/12/2023	11191	KRESS TIRE 910RICHTWPH20	65.00
	Bill Pmt -Check	12/12/2023	11192	LB WATER SERVICE INC 13167	1,429.90
	Bill Pmt -Check	12/12/2023	11193	PENNSYLVANIA ONE CALL SYSTEM INC RA1	163.17

12/08/23

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

Payable Vouchers

As of December 14, 2023

Type	Date	Num	Name	Credit
Bill Pmt -Check	12/12/2023	11194	STEFANIKS NEXT GENERATION CONTRACTING CO	21,372.16
Bill Pmt -Check	12/12/2023	11195	ALLEGHENY COUNTY TREASURER	260.00
Bill Pmt -Check	12/12/2023	11196	CITCO WATER	333.99
Bill Pmt -Check	12/12/2023	11197	CWM ENVIRONMENTAL INC	2,650.25
Bill Pmt -Check	12/12/2023	11198	KLH ENGINEERS INC 162-01	8,110.30
+	Check	12/13/2023	EFT COMPUTER FELLOWS INC	252.50
Total 1000 - Nextier Bank Checking 3920				115,634.04
1010 - Nextier Bank Payroll 3933				
+	Check	11/23/2023	EFT MG TRUST#	2,098.44
+	Check	11/23/2023	EFT PAYROLL DIRECT DEPOSIT#	9,936.88
+	Check	11/23/2023	EFT PAYROLL IMPOUNDED TAXES#	4,714.82
+	Check	12/07/2023	EFT PAYROLL DIRECT DEPOSIT#	10,510.06
+	Check	12/07/2023	EFT PAYROLL IMPOUNDED TAXES#	5,196.33
+	Check	12/07/2023	EFT MG TRUST#	2,134.17
Total 1010 - Nextier Bank Payroll 3933				34,590.70
1020 - Nextier Bank MM 3946				
+	Check	11/13/2023	RETURNED DEPOSIT#	140.12
+	Check	11/15/2023	RETURNED DEPOSIT#	232.63
+	Check	11/16/2023	RETURNED DEPOSIT#	162.00
+	Check	11/16/2023	RETURNED DEPOSIT#	20.42
+	Check	11/16/2023	NEXTIER BANK FEE#	10.00
+	Check	11/24/2023	RETURNED DEPOSIT#	68.76
+	Check	11/27/2023	RETURNED DEPOSIT#	75.64
+	Check	11/27/2023	NEXTIER BANK FEE#	10.00
+	Check	11/30/2023	NEXTIER BANK FEE#	30.00
+	Check	11/30/2023	NEXTIER BANK FEE#	386.45
Total 1020 - Nextier Bank MM 3946				1,136.02
1035 - Mars Bank Dev Escrow 5281				
Total 1035 - Mars Bank Dev Escrow 5281				
TOTAL				<u>151,360.76</u>

*paid prior to meeting
+electronic payment

Motion made by Member Dorsch 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 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 provided an update to the to the Board on the information provided to Olympus Energy for water availability for drilling activities. The Interim Director confirmed the grant application was submitted for Grubbs Road through the statewide LSA grant program.

WATER SYSTEM SUPERVISORS REPORT

Supervisor Trecziak updated the Board on a leak that was discovered on Canter Ln. There is also currently a leak being sought on Ewalt Rd that has not surfaced yet. An update was provided on both the electrical and actual pump changeout work that took place at the Dickey Road Pump Station. Paving work has been completed on Community Center Dr by Stefanik.

Water System Supervisors Report
November 2023

	Month	Year
Final Readings	20	227
Backflow inspections	4	51
New service customer sign up	0	39
New Service customer metered	4	52
Service line locate	51	1321
Main line locate	81	2432
Service Line Inspection	5	38
Meter Change out	14	110
Radio Read Install	8	50
Service shut off	6	32
Service turn on	2	23
Service Leaks	2	8
Misc Service calls	8	91
Main line Breaks	3	14
Total number of taps	3	59
Bore	2	33
Short	3	26

	Nov 2023	Nov 2022	Yr to Date
Total Water Purchased/West View	20,416,000 (-0.1%)	20,603,000	239,842,000(+2.8%)
Total Water used/Richland Tank	12,329,000 (+5.9%)	11,844,000	139,999,000(+6.2%)
Total Water used/Bakerstown Tank	8,087,000 (-8.3%)	8,759,000	99,843,000(-1.6%)
Average Water use/334 days West View	681,000	687,000	718,000
Average Water use/334 days Richland	411,000	395,000	419,000
Average Water use/334 days Bakerstown	270,000	292,000	299,000
Peak day demand/system	731,000	752,000	1,223,000
Peak day demand/Richland Tank	422,000	442,000	861,000
Peak day demand/Bakerstown Tank	293,000	329,000	535,000
Total Precipitation	2.36	3.61	43.34

SOLICITOR’S REPORT

Solicitor Miller has been actively working on the TOA Dedication agreement.

ENGINEER’S REPORT

Dave Coldren reported the design work has begun for the Grove @ Franklin waterline project. A specification is being drafted for the Richland Tank painting project that will require a DEP permit. Protocol has reached Bakerstown Road and is nearing the boring section under Bakerstown and have submitted their first payment request

After some discussion, Motion by Member Dorsch, Seconded by Member Baldauf to approve the Protocol partial payment request in the amount of \$145,556.33 which does include the Authority withholding 10% retainage. Motion carried.

OLD BUSINESS

The Board was presented with the legal documents and bond for the Dedication of TOA Phase 3 waterline. After some discussion, Motion by Member Baldauf, Seconded by Member Anderson to Adopt Resolution R-9-23 approving the Dedication Agreement for TOA Phase 3 as submitted and accepting the Maintenance Bond as submitted. Motion carried.

The Board was presented with an amended final payment request to CRS Contracting for work done on Carl and Betty Ln. After some discussion, Motion by Member Anderson, Seconded by Member Baldauf to approve final payment in the amount of \$11,393.35. Motion carried.

NEW BUSINESS

The Board discussed the annual meeting schedule for 2024. After some discussion, Motion by Member Dorsch, Seconded by Member Baldauf to hold the monthly meeting on the Third Wednesday of each month. Motion carried.

There being no more business Motion made by Member Anderson and seconded by Member Baldauf to adjourn the meeting at 6:41 PM.

Respectfully submitted: George Anderson, Secretary

The 2024 Reorganization meeting will be held Wednesday January 3, at the Richland Township Municipal Authority located at 2012 Kramer Road, Gibsonia, PA.

Jason Dailey
Interim Director