

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

MINUTES OF June 20, 2024 REGULAR MEETING

This regularly scheduled monthly meeting was held at the Richland Township Municipal Authority located on Kramer Road. In attendance were Board Members G. Anderson, N. Baldauf and C. Fogliani. Member Dorsch was present virtually.. Also in attendance were Interim Director J. Dailey, System Supervisor Scott Trzeciak, Solicitor S. Miller and Engineer D. Coldren.

CALL TO ORDER

Member Baldauf called the regularly scheduled meeting to order at 6:00 P.M. It was announced that an Executive Session concerning personnel matters took place immediately preceding the meeting.

PLEDGE OF ALLIGENCE

APPOINTMENT OF CHAIRMAN

The Board position of Chairman was vacated with a recent resignation. Motion by Member Anderson, Seconded by Member Fogliani to appoint Nick Baldauf to the position of Chairman. Motion carried.

RECOGNITION OF VISITORS

Nancy Buzynski was present.

APPROVAL OF May 15, 2024 REGULAR MEETING MINUTES

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

FINANCE

The Treasurer's Reports for May was submitted and read by Member Fogliani.

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

**REVENUES RECORDED MONTH OF
May 31, 2024**

Water Bill Collections		\$ 242,452.57	
Miscellaneous		\$ 12,464.99	*see details below
Taps		\$ 4,450.00	
TOTAL		\$ 259,367.56	

**MAJOR EXPENDITURES MONTH OF
May 31, 2024**

West View Water Authority - \$174,694.11 - Water Purchase
 Protocol LLC - \$28,255.46 - Capital Improvement - McMORRAN
 KLH Engineers Inc - \$14,905.96 - Engineering Services and Capital Improvement Projects
 MEIT - \$10,438.12 - Health Insurance
 Daily Operation Consulting - \$6,480.00

**BANK BALANCES AS OF
May 31, 2024**

			Int Rate
Nextier Money Market		\$ 1,625,138.99	4.13%
Nextier Revenue Account		\$ 26,214.96	N/A
Nextier Payroll Account		\$ -	N/A
Nextier Savings		\$ 82,589.18	3.96%
TOTAL BALANCE		\$ 1,733,943.13	

***Miscellaneous Revenue**

Lien Letters	\$ 475.00
Mobile Home Parks	\$ -
Bulk Water	\$ 5,598.67
Public Fire Invoices	\$ -
Private Fire Invoices	\$ -
Tank Antenna Rental	\$ -
Meter and Meter Pit Sales	\$ -
Interest, Discounts, Misc.	\$ 6,391.32
TOTAL	\$ 12,464.99

Loans	Payment	Interest Rate	Balance	Matures
Nextier Tank Loan	\$ 9,000.00	3.45%	\$ 119,351.51	7/1/2028
Nextier Mortgage	\$ 10,000.00	3.82%	\$ 519,925.86	3/12/2035
		TOTAL BALANCE	\$ 639,277.37	

Developer Escrow Account	Interest Rate	Balance
Nextier Developers Escrow	0.05%	\$ 35,379.17
Includes Deposits from:	Interest	\$ 6.67
	Chatham Eco Village	\$ -
	Chatham University Bunkhouse	\$ 3,803.50
	Colony Courts Phase III	\$ 3,153.54
	Olympus Energy	\$ 440.00
	Traditions of America	\$ 8,933.46
	Gibsonia Commons Maintenance	
	Bond - Expiration 02/14/2025	\$ 19,042.00

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

The Payable Voucher Lists for March and April were submitted for review:

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY
 Payable Vouchers
 As of June 19, 2024

	Type	Date	Num	Name	Credit
1000 - Nextier Bank Checking 3920					
*	Bill Pmt -Check	05/16/2024	11373	CINTAS 11899809	320.82
*	Bill Pmt -Check	05/16/2024	11374	CWM ENVIRONMENTAL INC	628.45
*	Bill Pmt -Check	05/16/2024	11375	DUQUESNE LIGHT 6848-207-443	2,892.63
*	Bill Pmt -Check	05/16/2024	11376	H AND K CONCRETE LLC	2,000.00
*	Bill Pmt -Check	05/16/2024	11377	LB WATER SERVICE INC 13167	375.67
+	Bill Pmt -Check	05/17/2024	EFT	ARMSTRONG 0581275-01	205.15
+	Check	05/20/2024	EFT	PEOPLES 200004361735	20.21
+	Check	05/20/2024	EFT	PEOPLES 200004361651	134.38
+	Bill Pmt -Check	05/20/2024	EFT	WEST VIEW WATER AUTH 60000-0148900-001	174,694.11
+	Check	05/22/2024	EFT	COMPUTER FELLOWS INC	125.00
*	Bill Pmt -Check	05/22/2024	11378	BUGAJSKI, KATHLEEN	31.24
*	Bill Pmt -Check	05/22/2024	11379	CITCO WATER	1,781.06
*	Bill Pmt -Check	05/22/2024	11380	FERGLISON WATERWORKS #920	432.32
*	Bill Pmt -Check	05/22/2024	11381	KAPUSTA, STEPHEN OR SARAH	240.98
*	Bill Pmt -Check	05/22/2024	11382	RICHLAND TOWNSHIP 130	841.39
*	Bill Pmt -Check	05/22/2024	11383	TRIB TOTAL MEDIA 1113660	41.86
+	Bill Pmt -Check	05/25/2024	EFT	TOSHIBA FINANCIAL SERVICES	145.81
+	Check	05/26/2024	EFT	COMPUTER FELLOWS INC	2,330.00
*	Bill Pmt -Check	05/29/2024	11384	ADVANCE AUTO PARTS 1239009494	105.18
*	Bill Pmt -Check	05/29/2024	11385	BOB SUMEREL TIRE COMPANY	600.36
*	Bill Pmt -Check	05/29/2024	11386	LAUREL MANAGEMENT COMPANY	84.76
*	Bill Pmt -Check	05/29/2024	11387	RUDOLPH AUTO REPAIR	147.00
*	Bill Pmt -Check	05/29/2024	11388	ST BARNABAS INC	224.90
*	Bill Pmt -Check	05/29/2024	11389	WALMART CAPITAL ONE 641039	161.33
+	Check	05/31/2024	EFT	COMPUTER FELLOWS INC	252.50
+	Check	05/31/2024	EFT	VOGEL DISPOSAL SERVICE INC 01 0009372 3	139.41
+	Check	05/31/2024	EFT	ADP#	86.16
*	Bill Pmt -Check	06/01/2024	11390	MEIT 09000-0290	10,438.12
*	Bill Pmt -Check	06/01/2024	11391	PA DEPT ENVIRONMENTAL PROTECTION 5020018	6,550.00
+	Bill Pmt -Check	06/01/2024	11392	TEAMSTERS LOCAL UNION 205	313.00
+	Check	06/01/2024	EFT	NEXTIER 94659#	9,000.00
+	Check	06/02/2024	EFT	VERIZON WIRELESS 742081832-00001	92.66
+	Check	06/05/2024	EFT	BMO#	545.33
*	Bill Pmt -Check	06/05/2024	11393	DAILEY OPERATION CONSULTING SCORP	5,245.00
*	Bill Pmt -Check	06/05/2024	11394	DUQUESNE LIGHT COMPANY 1586-230-000	396.64
*	Bill Pmt -Check	06/05/2024	11395	JERRY SCHWICKRATH WINDOW CLEANING LLC	125.00
*	Bill Pmt -Check	06/05/2024	11396	SCHEERBAUM, DOROTHY	22.32
*	Bill Pmt -Check	06/05/2024	11397	USPS	3,000.00
*	Bill Pmt -Check	06/05/2024	11398	ZOTTOLA LAWN AND LANDSCAPE	475.00
+	Check	06/10/2024	EFT	BOOKMINDERS RTMAAC	1,806.30
+	Check	06/12/2024	EFT	LOWES BUSINESS ACCOUNT/SYNCSB X7621	227.09
+	Check	06/12/2024	EFT	NEXTIER 49666#	10,000.00
*	Bill Pmt -Check	06/12/2024	11399	AMAZON CAPITAL SERVICES	281.85
*	Bill Pmt -Check	06/12/2024	11400	540 TECHNOLOGIES	9,040.00
*	Bill Pmt -Check	06/12/2024	11401	ALLEGHENY COUNTY TREASURER	560.00
*	Bill Pmt -Check	06/12/2024	11402	CITCO WATER	47,060.41
*	Bill Pmt -Check	06/12/2024	11403	DUQUESNE LIGHT 6848-207-443	1,174.48
*	Bill Pmt -Check	06/12/2024	11404	ESTATE OF WILLIAM FAY	59.84
*	Bill Pmt -Check	06/12/2024	11405	FLAHERTY, REGIS OR JACKIE	71.36
*	Bill Pmt -Check	06/12/2024	11406	PA TURNPIKE TOLL BY PLATE	33.40
*	Bill Pmt -Check	06/12/2024	11407	VENEZIA, TAMMY	300.00
+	Check	06/13/2024	EFT	COMPUTER FELLOWS INC	169.79
+	Check	06/14/2024	EFT	ADP#	86.16
+	Check	06/16/2024	EFT	ARMSTRONG 0581275-01	204.25
+	Check	06/19/2024	EFT	COMPUTER FELLOWS INC	62.50
+	Check	06/19/2024	EFT	PEOPLES 200004361735	19.56
+	Check	06/19/2024	EFT	PEOPLES 200004361651	42.28
+	Bill Pmt -Check	06/19/2024	11408	ADVANCE AUTO PARTS 1239009494	54.71

06/13/24

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY
Payable Vouchers
As of June 19, 2024

	Type	Date	Num	Name	Credit
	Bill Pmt -Check	06/19/2024	11409	CINTAS 11899809	257.48
	Bill Pmt -Check	06/19/2024	11410	CWM ENVIRONMENTAL INC	2,475.85
	Bill Pmt -Check	06/19/2024	11411	H GERHARDT SUPPLY LLC	91.90
	Bill Pmt -Check	06/19/2024	11412	KLH ENGINEERS INC 162-01	6,356.47
	Bill Pmt -Check	06/19/2024	11413	LJB WATER SERVICE INC 13167	349.44
	Bill Pmt -Check	06/19/2024	11414	WEIGAND, ALBERT	53.52
	Bill Pmt -Check	06/19/2024	11415	WILL, KURT*	164.99
Total 1000 - Nextier Bank Checking 3920					306,249.38
1010 - Nextier Bank Payroll 3933					
+	Check	05/23/2024	EFT	PAYROLL DIRECT DEPOSIT#	10,154.72
+	Check	05/23/2024	EFT	PAYROLL IMPOUNDED TAXES#	4,745.74
+	Check	05/23/2024	EFT	MG TRUST#	2,163.30
+	Check	06/06/2024	EFT	PAYROLL DIRECT DEPOSIT#	9,824.88
+	Check	06/06/2024	EFT	PAYROLL IMPOUNDED TAXES#	4,712.71
+	Check	06/06/2024	EFT	MG TRUST#	2,163.30
Total 1010 - Nextier Bank Payroll 3933					33,764.65
1020 - Nextier Bank MM 3946					
+	Check	05/21/2024	EFT	RETURNED DEPOSIT#	203.19
+	Check	05/24/2024	EFT	RETURNED DEPOSIT#	68.76
+	Check	05/28/2024	EFT	RETURNED DEPOSIT#	86.60
+	Check	05/29/2024	EFT	RETURNED DEPOSIT#	77.68
+	Check	05/29/2024	EFT	NEXTIER BANK FEE#	10.00
+	Check	05/31/2024	EFT	NEXTIER BANK FEE#	30.00
+	Check	05/31/2024	EFT	NEXTIER BANK FEE#	377.35
Total 1020 - Nextier Bank MM 3946					853.58
1035 - Nextier Escrow 5281					
Total 1035 - Nextier Escrow 5281					
TOTAL					340,867.61

*paid prior to meeting
+electronic payment

Motion made by Member Dorsch and seconded by Member Fogliani to approve the Payable Vouchers Lists 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

The Director updated the Board on the status of discussions with Olympus regarding water supply. The Engineer, System Supervisor and Interim Director will be having a status update with Olympus next week to review preliminary costs associated with the request. The last easement was reported as being signed for the Township’s signal project and Authority waterline relocation on 910.

WATER SYSTEM SUPERVISORS REPORT

System Supervisor Trzeciak discussed the status of the Clearview Road waterline replacement project (new saw purchased, 4/10 schedule), reviewed recent issues due to the storms this week.

Water System Supervisors Report
May 2024

	Month	Year
Final Readings	21	79
Backflow inspections	7	31
New service customer sign up	1	1
New Service customer metered	4	16
Service line locate	65	314
Main line locate	113	424
Service Line Inspection	2	9
Meter Change out	6	71
Radio Read Install	3	16
Service shut off	5	24
Service turn on	4	27
Service Leaks	0	3
Misc Service calls	18	48
Main line Breaks	0	17
Total number of taps	2	11
Bore	2	7
Short		4

	May 2024	May 2023	Yr to Date
Total Water Purchased/West View	22,541,000 (-8.7%)	24,522,000	104,880,000(+2.0%)
Total Water used/Richland Tank	12,971,000 (-12.6%)	11,885,000	61,358,000(+1.3%)
Total Water used/Bakerstown Tank	9,590,000 (-3.3%)	9,911,000	43,542,000(+4.1%)
Average Water use/152 days West View	727,000	791,000	690,000
Average Water use/152 days Richland	418,000	471,000	404,000
Average Water use/152 days Bakerstown	309,000	320,000	286,000
Peak day demand/system	1,005,000	1,223,000	1005,000
Peak day demand/Richland Tank	449,000	861,000	546,000
Peak day demand/Bakerstown Tank	616,000	535,000	616,000
Total Precipitation	9.71	3.79	20.83

SOLICITOR'S REPORT

Solicitor Miller provided Resolution No 2. -2024 authorizing any Board member to sign for official documents and for the Interim Director to be approved to sign contracts for the Authority. Motion by Member Baldauf, Seconded by Member Anderson to approve the Resolution. Motion carried.

ENGINEER'S REPORT

Dave Coldren reviewed the status of the tank painting project with the contractor being on site one week early, blasting to begin next followed by painting. Project timeline is 8 weeks.

There being no more business Motion made by Member Anderson and seconded by Member Fogliani to adjourn the meeting at 7:07 PM.

Respectfully submitted: George Anderson, Secretary

The next meeting will be held Wednesday July 17, 2024, at the Richland Township Municipal Authority located at 2012 Kramer Road, Gibsonia, PA.

Jason Dailey
Interim Director