

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

MINUTES OF July 17, 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 B. Dorsch. C. Fogliani was absent. 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

RECOGNITION OF VISITORS

Nancy Buzynski was present.

APPROVAL OF June 19, 2024 REGULAR MEETING MINUTES

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

FINANCE

The Treasurer's Reports for June was submitted and read by Member Dorsch

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

**REVENUES RECORDED MONTH OF
June 30, 2024**

Water Bill Collections		\$ 228,313.70	
Miscellaneous		\$ 6,508.38	*see details below
Taps		\$ 9,019.00	
TOTAL		\$ 243,841.08	

**MAJOR EXPENDITURES MONTH OF
June 30, 2024**

West View Water Authority - \$120,958.98 - Water Purchase
 Citco Water - \$47,060.41 - Capital Improvement - Clearview Replacement Project
 MEIT - \$10,438.12 - Health Insurance
 L/B Water Service - \$9,061.20 - Capital Improvement - Meter Replacement
 540 Technologies - \$9,040.00 - Capital Improvement - Permalogger Leak Detection
 L/B Water Service - \$7,070.40 - Capital Improvement - Meter Replacement
 PA DEP - \$6,550.00 - Quarterly Compliance Fee
 KLH Engineers - \$6,356.47 - Engineering Services and Capital Improvement Projects
 Daily Operation Consulting - \$5,245.00

**BANK BALANCES AS OF
June 30, 2024**

			Int Rate
Nextier Money Market		\$ 1,578,565.11	4.13%
Nextier Revenue Account		\$ 19,778.21	N/A
Nextier Payroll Account		\$ -	N/A
Nextier Savings		\$ 83,392.22	3.96%
TOTAL BALANCE		\$ 1,681,735.54	

***Miscellaneous Revenue**

Lien Letters	\$ 375.00
Mobile Home Parks	\$ -
Bulk Water	\$ 292.60
Public Fire Invoices	\$ -
Private Fire Invoices	\$ -
Tank Antenna Rental	\$ -
Meter and Meter Pit Sales	\$ -
Interest, Discounts, Misc.	\$ 5,840.78
TOTAL	\$ 6,508.38

Loans	Payment	Interest Rate	Balance	Matures
Nextier Tank Loan	\$ 9,000.00	3.45%	\$ 110,706.91	7/1/2028
Nextier Mortgage	\$ 10,000.00	3.82%	\$ 511,582.71	3/12/2035
		TOTAL BALANCE	\$ 622,289.62	

Developer Escrow Account	Interest Rate	Balance
Nextier Developers Escrow	0.05%	\$ 35,222.53
Includes Deposits from:	Interest	\$ 8.03
	Chatham University Bunkhouse	\$ 3,803.50
	Colony Courts Phase III	\$ 3,153.54
	Olympus Energy	\$ 282.00
	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 June were submitted for review:

07/11/24

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

Payable Vouchers

As of July 17, 2024

	Type	Date	Num	Name	Credit
1000 - Nextier Bank Checking 3920					
+	Bill Pmt -Check	06/20/2024	EFT	WEST VIEW WATER AUTH 60000-0148900-001	120,958.98
*	Bill Pmt -Check	06/20/2024	11416	CITCO WATER	133.88
*	Bill Pmt -Check	06/20/2024	11417	L/B WATER SERVICE INC 13167	7,070.40
*	Bill Pmt -Check	06/20/2024	11418	MCCLYMONDS SUPPLY & TRANSIT CO., INC	1,100.59
+	Check	06/21/2024	EFT	COMPUTER FELLOWS INC	62.50
+	Check	06/21/2024	EFT	COMPUTER FELLOWS INC	62.50
+	Bill Pmt -Check	06/25/2024	EFT	TOSHIBA FINANCIAL SERVICES	145.81
*	Bill Pmt -Check	06/26/2024	11419	540 TECHNOLOGIES	910.00
*	Bill Pmt -Check	06/26/2024	11420	BUCCILLI, JAMES	53.52
*	Bill Pmt -Check	06/26/2024	11421	CITCO WATER	2,652.57
*	Bill Pmt -Check	06/26/2024	11422	H GERHARDT SUPPLY LLC	287.28
*	Bill Pmt -Check	06/26/2024	11423	L/B WATER SERVICE INC 13167	9,061.20
*	Bill Pmt -Check	06/26/2024	11424	RICHLAND TOWNSHIP 130	787.81
+	Check	06/28/2024	EFT	ADP#	86.16
+	Bill Pmt -Check	06/30/2024	EFT	COMPUTER FELLOWS INC	16.25
+	Check	06/30/2024	EFT	VOGEL DISPOSAL SERVICE INC 01 0009372 3	139.41
*	Bill Pmt -Check	07/01/2024	11425	MEIT 09000-0290	10,438.12
*	Bill Pmt -Check	07/01/2024	11426	TEAMSTERS LOCAL UNION 205	283.00
+	Check	07/01/2024	EFT	NEXTIER 94659#	9,000.00
+	Check	07/02/2024	EFT	VERIZON WIRELESS 742081832-00001	92.66
+	Check	07/03/2024	EFT	COMPUTER FELLOWS INC	252.50
*	Bill Pmt -Check	07/03/2024	11427	BIRX, REBECCA	35.68
*	Bill Pmt -Check	07/03/2024	11428	CITCO WATER	17,259.13
*	Bill Pmt -Check	07/03/2024	11429	DUQUESNE LIGHT COMPANY 1586-230-000	437.35
*	Bill Pmt -Check	07/03/2024	11430	H GERHARDT SUPPLY LLC	91.90
*	Bill Pmt -Check	07/03/2024	11431	JEK TREE REMOVAL LLC	2,000.00
*	Bill Pmt -Check	07/03/2024	11432	JERRY SCHWICKRATH WINDOW CLEANING LLC	125.00
*	Bill Pmt -Check	07/03/2024	11433	KRALL, LORI	105.28
*	Bill Pmt -Check	07/03/2024	11434	L/B WATER SERVICE INC 13167	239.70
*	Bill Pmt -Check	07/03/2024	11435	MCCLYMONDS SUPPLY & TRANSIT CO., INC	956.46
*	Bill Pmt -Check	07/03/2024	11436	WALMART CAPITAL ONE 641039	66.54
+	Check	07/05/2024	EFT	BMO#	191.34
+	Check	07/10/2024	EFT	COMPUTER FELLOWS INC	78.75
+	Check	07/10/2024	EFT	BOOKMINDERS RTMAAC	2,170.05
+	Check	07/10/2024	EFT	RICHLAND TWP SEWER ACCT 301018	233.07
*	Bill Pmt -Check	07/10/2024	11437	DAILEY OPERATION CONSULTING SCORP	2,588.75
*	Bill Pmt -Check	07/10/2024	11438	ENDRES, MARC OR KATELYN	131.20
*	Bill Pmt -Check	07/10/2024	11439	HAMPTON SUPPLY YARD	229.88
*	Bill Pmt -Check	07/10/2024	11440	HTBS CREDIT 436942	133.77
*	Bill Pmt -Check	07/10/2024	11441	MCCONNELL, MARJORIE	100.54
*	Bill Pmt -Check	07/10/2024	11442	NEHNEVAJSA, MICHAEL	131.20
*	Bill Pmt -Check	07/10/2024	11443	PATEL, PRAKASH	27.84
*	Bill Pmt -Check	07/10/2024	11444	THROWER, JOE	496.98
*	Bill Pmt -Check	07/10/2024	11445	VENEZIA, TAMMY	300.00
+	Check	07/11/2024	EFT	COMPUTER FELLOWS INC	169.75
+	Check	07/12/2024	EFT	NEXTIER 49666#	10,000.00
+	Check	07/13/2024	EFT	LOWES BUSINESS ACCOUNT/SYNCRB X7621	265.58
+	Check	07/16/2024	EFT	ARMSTRONG 0581275-01	204.25
	Bill Pmt -Check	07/17/2024	11446	CWM ENVIRONMENTAL INC	628.45
	Bill Pmt -Check	07/17/2024	11447	DUQUESNE LIGHT 6848-207-443	1,335.07
	Bill Pmt -Check	07/17/2024	11448	HECKMAN, KEITH	35.68
	Bill Pmt -Check	07/17/2024	11449	HEILMAN, STEPHEN	31.84
	Bill Pmt -Check	07/17/2024	11450	KLH ENGINEERS INC 162-01	12,023.70
	Bill Pmt -Check	07/17/2024	11451	MCCLYMONDS SUPPLY & TRANSIT CO., INC	1,603.18
	Bill Pmt -Check	07/17/2024	11452	MILLER & MILLER PLLC	3,520.50
	Bill Pmt -Check	07/17/2024	11453	PRINT KING INC 78	2,921.07
					<u>224,464.62</u>
Total 1000 - Nextier Bank Checking 3920					
1010 - Nextier Bank Payroll 3933					
+	Check	06/20/2024	EFT	MG TRUST#	2,164.74
+	Check	06/20/2024	EFT	PAYROLL DIRECT DEPOSIT#	10,368.29
+	Check	06/20/2024	EFT	PAYROLL IMPOUNDED TAXES#	4,870.00
+	Check	07/04/2024	EFT	MG TRUST#	2,166.18

07/11/24

RICHLAND TOWNSHIP MUNICIPAL AUTHORITY
Payable Vouchers
As of July 17, 2024

	Type	Date	Num	Name	Credit
+	Check	07/04/2024	EFT	PAYROLL DIRECT DEPOSIT#	10,210.80
+	Check	07/04/2024	EFT	PAYROLL IMPOUNDED TAXES#	4,958.01
Total 1010 - Nextier Bank Payroll 3933					34,738.02
1020 - Nextier Bank MM 3946					
+	Check	06/21/2024	EFT	NEXTIER BANK FEE#	347.80
+	Check	06/24/2024	EFT	DELUXE CHECKS#	48.94
+	Check	06/25/2024	EFT	RETURNED DEPOSIT#	68.76
+	Check	06/25/2024	EFT	NEXTIER BANK FEE#	10.00
+	Check	06/26/2024	EFT	RETURNED DEPOSIT#	95.52
+	Check	06/28/2024	EFT	NEXTIER BANK FEE#	30.00
Total 1020 - Nextier Bank MM 3946					601.02
1035 - Nextier Escrow 5281					
*	Bill Pmt -Check	07/10/2024	1575	KLH ENGINEERS INC 162-01	316.00
Total 1035 - Nextier Escrow 5281					316.00
TOTAL					260,119.66

*paid prior to meeting
+electronic payment

Motion made by Member Dorsch and seconded by Member Anderson 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.

WATER SYSTEM SUPERVISORS REPORT

System Supervisor Trzeciak discussed the work that has been completed on Clearview Road and recent repairs that were completed due to a break on Anderson Road.

Water System Supervisors Report
June 2024

	Month	Year
Final Readings	26	95
Backflow inspections	8	39
New service customer sign up	1	1
New Service customer metered	5	21
Service line locate	60	374
Main line locate	109	533
Service Line Inspection	3	12
Meter Change out	4	75
Radio Read Install	4	20
Service shut off	5	29
Service turn on	5	32
Service Leaks	0	3
Misc Service calls	10	58
Main line Breaks	0	17
Total number of taps	0	11
Bore	0	7
Short		4

	June 2024	June 2023	Yr to Date
Total Water Purchased/West View	25,175,000 (-0.5%)	25,302,000	130,055,000(+0.6%)
Total Water used/Richland Tank	13,932,000 (-1.0%)	14,082,000	75,290,000(-1.2%)
Total Water used/Bakerstown Tank	11,243,000 (-0.2%)	11,220,000	54,765,000(+3.3%)
Average Water use/182 days West View	839,000	843,000	714,000
Average Water use/182 days Richland	464,000	469,000	413,000
Average Water use/182 days Bakerstown	375,000	374,000	301,000
Peak day demand/system	1,026,000	1,069,000	1,026,000
Peak day demand/Richland Tank	547,000	663,000	547,000
Peak day demand/Bakerstown Tank	472,000	451,000	616,000
Total Precipitation	1.99	3.44	22.82

SOLICITOR'S REPORT

No report.

ENGINEER'S REPORT

Dave Coldren discussed the status of the tank painting contract being nearly complete. The status of the bid award to Boney Construction for Grove at Franklin was also discussed. The Township has finalized its plans for the signal work at 910 and Community Center Drive and the work of the line relocation for the Authority was discussed.

OLD BUSINESS

No old business.

NEW BUSINESS

The Board was provided with a list of account balances that needed to be cleared from the billing software per the attached supporting documentation. Therefore, Motion by Member Anderson, Seconded by Member Dorsch to approve the adjustments as recommended by staff. Motion carried.

A change order in the amount of \$10,092 was submitted by D&M Painting Corporation to cover costs for asbestos sampling. Motion by Member Dorsch, Seconded by Member Anderson. Motion carried.

The first payment request for the tank painting contract was submitted and reviewed by the Engineer and was recommended for payment to D&M Painting Corporation. Motion by Member Anderson, Seconded by Member Dorsch to approve the payment in the amount of \$141,124.40. Motion carried.

There being no more business Motion made by Member Anderson and seconded by Member Dorsch to adjourn the meeting at 6:33 PM.

Respectfully submitted: George Anderson, Secretary

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

Jason Dailey
Interim Director