#### RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

## MINUTES OF August 21, 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, C. Fogliani and N. Buszinski. B. Dorsch was absent. Also in attendance were Interim Director J. Dailey, System Supervisor Scott Trzeciak, Solicitor S. Miller and Engineer D. Coldren.

## CALL TO ORDER

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

#### PLEDGE OF ALLIGENCE

#### RECOGNITION OF VISITORS

None present.

### APPROVAL OF July 17, 2024 REGULAR MEETING MINUTES

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

#### **FINANCE**

The Treasurer's Reports for July was submitted and read by Chairman Baldauf.

#### REVENUES RECORDED MONTH OF

July 31, 2024

| Water Bill Collections | \$ 253,131.05 |                    |
|------------------------|---------------|--------------------|
| Miscellaneous          | \$ 11,808.78  | *see details below |
| Taps                   | \$ 11,767.00  |                    |
| TOTAL                  | \$ 276,706.83 |                    |

#### MAJOR EXPENDITURES MONTH OF

July 31, 2024

,124.40 - Capital Improvement - Richland Tank 1 Paining

West View Water Authority - \$112,260.17 - Water Purchase

Citco Water - \$17,259.13 - Capital Improvement - Clearview Replacement

KLH Engineers - \$12,023.7 - Engineering Services and Capital Improvement

MEIT - \$10,438.12 - Health Insurance

CAT Financial Commercial - Cleveland Brothers - \$8,555.00 - Capital Improvement - Clearview Replacement

## BANK BALANCES AS OF

July 31, 2024

|                         |                 | Int Rate |
|-------------------------|-----------------|----------|
| Nextier Money Market    | \$ 1,445,338.66 | 4.13%    |
| Nextier Revenue Account | \$ 20,027.71    | N/A      |
| Nextier Payroll Account | \$ 15,536.36    | N/A      |
| Nextier Savings         | \$ 83,392.22    | 3.96%    |
| TOTAL BALANCE           | \$ 1,564,294.95 |          |

#### \*Miscellaneous Revenue

| Lien Letters               | \$<br>475.00    |
|----------------------------|-----------------|
| Mobile Home Parks          | \$<br>953       |
| Bulk Water                 | \$<br>8.92      |
| Public Fire Invoices       | \$<br>(94)      |
| Private Fire Invoices      | \$<br>5,650.00  |
| Tank Antenna Rental        | \$<br>150       |
| Meter and Meter Pit Sales  | \$<br>12        |
| Interest, Discounts, Misc. | \$<br>5,674.86  |
| TOTAL                      | \$<br>11,808.78 |

| Loans Payment     |              | Interest Rate | Balance       | Matures   |  |
|-------------------|--------------|---------------|---------------|-----------|--|
| Nextier Tank Loan | \$ 9,000.00  | 3.45%         | \$ 102,027.67 | 7/1/2028  |  |
| Nextier Mortgage  | \$ 10,000.00 | 3.82%         | \$ 503,212.13 | 3/12/2035 |  |
|                   |              | TOTAL BALANCE | \$ 605,239.80 |           |  |

| Developer Escrow Account  | Interest Rate                    | Balance    |           | ĺ  |           |
|---------------------------|----------------------------------|------------|-----------|----|-----------|
| Nextier Developers Escrow | 0.05%                            | \$         | 34,908.12 | 1  |           |
| Includes Deposits from    | : Interest                       |            |           | \$ | 9.62      |
|                           | Chatham Unive                    | ersity Bun | khouse    | \$ | 3,803.50  |
|                           | Colony Courts                    | Phase III  |           | \$ | 3,153.54  |
|                           | Olympus Energ                    | ју         |           | \$ | (34.00)   |
|                           | Traditions of A                  | merica     |           | \$ | 8,933.46  |
|                           | Gibsonia Comi<br>Bond - Expirati |            |           | \$ | 19.042.00 |

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

The Payable Voucher Lists for June were submitted for review:

#### RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

#### Payable Vouchers As of August 21, 2024

|  | Туре            | Date       | Num   | Name  | Credit     |
|--|-----------------|------------|-------|---|------------|
| 1000 - Nextier Bank Checking 3920<br>+         | Bill Pmt -Check | 07/18/2024 | EFT   | WEST VIEW WATER AUTH 60000-0148900-001                                      | 112,260.17 |
| +  | Check           |            |       | PEOPLES 200004361735  | 19.56      |
| •  | Check           | 07/18/2024 | EFT   | PEOPLES 200004361651  | 24.09      |
| *  | Bill Pmt -Check | 07/18/2024 | 11454 | ALLEGHENY GLOBAL ENVIRONMENTAL INC  | 50.00      |
| •  | Bill Pmt -Check | 07/18/2024 | 11455 | CAT FIN COMM/CLEVELAND BROS   | 8,555.00   |
| *  | Bill Pmt -Check | 07/18/2024 | 11456 | CINTAS 11899809   | 295.32     |
| <b>*</b> 2                                     | Bill Pmt -Check | 07/18/2024 | 11457 | CITCO WATER   | 4,833.03   |
| 6  | Bill Pmt -Check | 07/18/2024 | 11458 | RUSSELL STANDARD 116010   | 393.90     |
| *  | Bill Pmt -Check | 07/18/2024 | 11459 | ZOTTOLA LAWN AND LANDSCAPE  | 825.00     |
| •  | Bill Pmt -Check | 07/24/2024 | 11460 | D&M PAINTING CORP   | 141,124.40 |
| *  | Bill Pmt -Check | 07/24/2024 | 11461 | RICHLAND TOWNSHIP 130   | 1,014.19   |
| •  | Bill Pmt -Check | 07/24/2024 | 11462 | SCHIFFER, DOUGLAS   | 76.76      |
| <u> </u>                                       | Bill Pmt -Check | 07/25/2024 | EFT   | TOSHIBA FINANCIAL SERVICES  | 145.81     |
| ži.  | Check           | 07/26/2024 | EFT   | ADP#  | 90.47      |
| +  | Check           |            |       | COMPUTER FELLOWS INC  | 252.50     |
| •  | Check           |            |       | VOGEL DISPOSAL SERVICE INC 01 0009372 3                                     | 139.41     |
| •  |                 |            |       | 540 TECHNOLOGIES  | 520.00     |
|  |                 |            |       | CITCO WATER   | 1.741.95   |
| •  |                 |            |       | COMMONWEALTH OF PA - WATER SYSTEM OPERATO                                   |            |
| •  |                 |            |       | COMMONWEALTH OF PA 5020018  | 65.00      |
| 6  |                 |            |       | DEPT OF ENVIRONMENTAL PROTECTION 214128                                     | 120.00     |
| £7   |                 |            |       | H AND K CONCRETE LLC  | 2,850.00   |
| •  |                 |            |       | HTBS CREDIT 436942  | 150.03     |
| 04.<br><b>★</b>                                |                 |            |       | JERRY SCHWICKRATH WINDOW CLEANING LLC                                       | 125.00     |
|  |                 |            |       | MCCLYMONDS SUPPLY & TRANSIT CO., INC  | 1,529.67   |
| 56.<br>♥8                                      | Bill Pmt -Check |            |       |   | 288.72     |
|  | Bill Pmt -Check |            |       |   | 55.00      |
| E0   |                 |            |       | WALMART CAPITAL ONE 641039  | 219.98     |
|  |                 |            |       |   |            |
| •  |                 |            |       | MEIT 09000-0290   | 10,438.12  |
| 82   |                 |            |       | TEAMSTERS LOCAL UNION 205   | 283.00     |
| +  |                 |            |       | NEXTIER 94659#  | 9,000.00   |
| <b>₩</b>                                       | Check           |            |       | VERIZON WIRELESS 742081832-00001  | 92.69      |
| <b>F</b> %                                     | Check           | 08/05/2024 |       |   | 355.37     |
| <del>*</del>                                   | Check           | 08/06/2024 | EFI   | PITNEY BOWES GLOBAL FIN SVC 0010686478<br>DAILEY OPERATION CONSULTING SCORP | 213.90     |
| <b>*</b> 0.00000000000000000000000000000000000 | Bill Pmt -Check | 08/07/2024 | 114// | DAILEY OPERATION CONSULTING SCORP   | 3,321.66   |
| <b>1</b> 2                                     |                 |            |       | LILIA, CHRISTIAN  | 113.36     |
| 17   |                 |            |       | SLOBADA, BARBARA  | 62.44      |
| +  |                 |            |       | BOOKMINDERS RTMAAC  | 1,706.85   |
| €  |                 | 08/09/2024 |       |   | 90.47      |
| +  | Check           |            |       | COMPUTER FELLOWS INC  | 170.41     |
| +  | Check           | 08/12/2024 | EFT   | LOWES BUSINESS ACCOUNT/SYNCB X7621  | 10.39      |
| +  | Check           | 08/12/2024 | EFT   | NEXTIER 49666#  | 10,000.00  |
| ea<br>   | Bill Pmt -Check | 08/14/2024 | 11480 | AMAZON CAPITAL SERVICES   | 98.91      |
| •  | Bill Pmt-Check  | 08/14/2024 | 11481 | CAT FIN COMM/CLEVELAND BROS   | 8,155.00   |
| <b>1</b> 8                                     |                 |            |       | CITCO WATER   | 2,773.61   |
|  | Bill Pmt -Check | 08/14/2024 | 11483 | DUQUESNE LIGHT COMPANY 1586-230-000   | 552.18     |
| <b>S</b>                                       | Bill Pmt -Check | 08/14/2024 | 11484 | KLH ENGINEERS INC 162-01  | 11,352.70  |
| €.   | Bill Pmt-Check  | 08/14/2024 | 11485 | L/B WATER SERVICE INC 13167   | 3,901.34   |
| ii.  | Bill Pmt-Check  | 08/14/2024 | 11486 | SHOUP ENGINEERING INC   | 409.50     |
| •  | Bill Pmt -Check | 08/14/2024 | 11487 | TOSHIBA AMERICA - SERVICE   | 1.15       |
|  | Bill Pmt -Check | 08/14/2024 | 11488 | TOSHIBA FINANCIAL SERVICES  | 145.81     |
| •  | Bill Pmt -Check | 08/14/2024 | 11489 | TRACTOR SUPPLY CO - A/P   | 194.88     |
| ts.  |                 |            |       | VENEZIA, TAMMY  | 300.00     |
| FI .   | Check           |            |       | COMPUTER FELLOWS INC  | 3.843.84   |
| •  | Check           |            |       | COMPUTER FELLOWS INC  | 466.00     |
| +  | Check           |            |       | PEOPLES 200004361651  | 22.94      |
| Ď  | Check           |            |       | PEOPLES 200004361735  | 19.56      |
| 50   |                 |            |       |   | 145.752.37 |
|  |                 |            |       | ADLER & SONS INC  | 513.00     |
|  | Hill Pint Chook |            |       |   |            |
|  |                 |            |       | ADVANCE AUTO PARTS 1239009494   | 186.37     |

# RICHLAND TOWNSHIP MUNICIPAL AUTHORITY Payable Vouchers As of August 21, 2024

|   | Туре            | Date       | Num   | Name                     | Credit     |
|---|-----------------|------------|-------|--------------------------|------------|
|   | Bill Pmt-Check  | 08/21/2024 | 11494 | COUNTY LINE SUPPLY YARD  | 80.00      |
|   | Bill Pmt -Check | 08/21/2024 | 11495 | CWM ENVIRONMENTAL INC    | 2,127.75   |
|   | Bill Pmt -Check | 08/21/2024 | 11496 | ESTATE OF JOSEPH RILEY   | 112.12     |
|   | Bill Pmt -Check | 08/21/2024 | 11497 | MENZ, SEAN               | 26.76      |
|   | Bill Pmt -Check | 08/21/2024 | 11498 | PRINT KING INC 78        | 92.89      |
|   | Bill Pmt -Check | 08/21/2024 | 11499 | RICHLAND TOWNSHIP 130    | 1,338.49   |
|   | Bill Pmt -Check | 08/21/2024 | 11500 | WHITESIDE, ROBERT        | 151.64     |
| Total 1000 · Nextier Bank Checking 3920<br>1010 · Nextier Bank Payroll 3933 |                 |            |       |                          | 496,731.93 |
| *   | Check           | 07/18/2024 | EFT   | PAYROLL DIRECT DEPOSIT#  | 10,204.78  |
| +   | Check           | 07/18/2024 | EFT   | PAYROLL IMPOUNDED TAXES# | 4,775.18   |
| *   | Check           | 07/30/2024 | EFT   | MG TRUST#                | 2,166.18   |
| +;  | Check           | 08/01/2024 | EFT   | PAYROLL DIRECT DEPOSIT#  | 10,455.29  |
| +   | Check           | 08/01/2024 | EFT   | PAYROLL IMPOUNDED TAXES# | 5,081.07   |
| Total 1010 · Nextier Bank Payroll 3933<br>1020 · Nextier Bank MM 3946       |                 |            |       |                          | 32,682.50  |
| †   | Check           | 07/29/2024 | EFT   | RETURNED DEPOSIT#        | 95.52      |
| +   | Check           | 07/31/2024 | EFT   | NEXTIER BANK FEE#        | 30.00      |
| <b>+</b> ;  | Check           | 07/31/2024 | EFT   | NEXTIER BANK FEE#        | 396.05     |
| *   | Check           | 08/07/2024 | EFT   | RETURNED DEPOSIT#        | 85.45      |
| *   | Check           | 08/07/2024 | EFT   | NEXTIER BANK FEE#        | 10.00      |
| ¥   | Check           | 08/09/2024 | EFT   | SKILES, JOAN#            | 21.65      |
| Total 1020 · Nextier Bank MM 3946<br>1035 · Nextier Escrow 5281             |                 |            |       |                          | 638.67     |
| ***   | Bill Pmt -Check | 08/14/2024 | 1576  | KLH ENGINEERS INC 162-01 | 710.00     |
| Total 1035 · Nextier Escrow 5281  |                 |            |       |                          | 710.00     |
| DTAL  |                 |            |       |                          | 530,763.10 |

\*paid prior to meeting +electronic payment

Motion made by Member Anderson and seconded by Member Buszinski 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 water operator license that Brian Fung has acquired, emphasizing what a hard test and well earned accomplishment this is for Brian. The Board expressed their appreciation for his hard work.

#### WATER SYSTEM SUPERVISORS REPORT

System Supervisor Trzeciak discussed the ongoing work of the crew on restoring Clearview Road, two different breaks on Anderson Road, paving

# Water System Supervisors Report July 2024

|                              | <u>Month</u> | Year |
|------------------------------|--------------|------|
| Final Readings               | 26           | 121  |
| Backflow inspections         | 8            | 47   |
| New service customer sign up | 4            | 5    |
| New Service customer metered | 6            | 27   |
| Service line locate          | 45           | 419  |
| Main line locate             | 103          | 636  |
| Service Line Inspection      | 4            | 16   |
| Meter Change out             | 5            | 80   |
| Radio Read Install           | 5            | 25   |
| Service shut off             | 4            | 34   |
| Service turn on              | 4            | 36   |
| Service Leaks                | 0            | 3    |
| Misc Service calls           | 16           | 74   |
| Main line Breaks             | 2            | 19   |
| Total number of taps         | 6            | 17   |
| Bore                         | 4            | 11   |
| Short                        | 2            | 6    |

|                                       | July 2024           | July 2023  | Yr to Date         |
|---------------------------------------|---------------------|------------|--------------------|
| Total Water Purchased/West View       | 28,645,000 (+16%)   | 24,086,000 | 158,700,000(+3.5%) |
| Total Water used/Richland Tank        | 15,671,000 (-14.4%) | 13,119,000 | 90,961,000(+1.8%)  |
| Total Water used/Bakerstown Tank      | 12,974,000 (+18.9%) | 10,907,000 | 67,729,000(+5.8%)  |
| Average Water use/182 days West View  | 924,000             | 777,000    | 745,000            |
| Average Water use/182 days Richland   | 505,000             | 423,000    | 427,000            |
| Average Water use/182 days Bakerstown | 419,000             | 354,000    | 318,000            |
| Peak day demand/system                | 1,173,000           | 835,000    | 1,173,000          |
| Peak day demand/Richland Tank         | 708,000             | 494,000    | 708,000            |
| Peak day demand/Bakerstown Tank       | 525,000             | 435,000    | 616,000            |
| Total Precipitation                   | 2.67                | 7.38       | 25.49              |

# SOLICITOR'S REPORT

Solicitor Miller confirmed that a quorum of the Board was present.

# ENGINEER'S REPORT

Dave Coldren discussed the final payment submitted by D&M Painting Corp. The work was done quickly and thoroughly and everyone is pleased with the results. Boney Construction has been contacted to proceed with the Grove at Franklin waterline project. There was a meeting held this past month with PennDOT on the Bakerstown Road Bridge Project. The next project that is due to be bid is Chessrown Avenue and Community Center Drive waterline projects that are partially grant funded.

#### **OLD BUSINESS**

No old business.

#### **NEW BUSINESS**

The final 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 made by Member Anderson and seconded by Member Buszinski to approve the payment in the amount of \$48,807.60. Motion carried.

The Escrow Agreement with Olympus was discussed and several changes were recommended and a final review by Solicitor Miller requested prior to sending to Olympus. Therefore, Motion made by Member Anderson and seconded by Member Fogliani to approve the amended Escrow Agreement. Motion carried.

The Board was provided with details on the Bakerstown Road bridge project by PennDOT that will impact the Authority's waterline that is in need of upsizing and replacement. The GEDTF Grant allows for the Authority's portion of this project to be eligible for funding. Therefore, Motion made by Member Anderson and seconded by Member Buszinski to approve the Concurring Resolution authorizing the 2024 GEDTF grant application for \$175,000 and committing \$33,700 in Authority funds towards the project. Motion carried.

There being no more business Motion made by Member Anderson and seconded by Member Buszinski to adjourn the meeting at 7:11 PM.

Respectfully submitted: George Anderson, Secretary

The next meeting will be held Wednesday September 18, 2024, at the Richland Township Municipal Authority located at 2012 Kramer Road, Gibsonia, PA.

Jason Dailey Interim Director