### RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

### MINUTES of September 18, 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, B. Dorsch, N. Buszynski and C. Fogliani. Also in attendance were Interim Director J. Dailey, Engineer D. Coldren, Solicitor Slade Miller Office Administrator April Shepard and System Supervisor Scott Treziak.

Chairman Baldauf called the meeting to order at 6 pm. The Pledge of Allegiance followed.

### **RECOGNITION OF VISITORS**

No visitors were present.

### APPROVAL OF the August 21, 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 report for August was submitted and read by Assistant Treasurer Dorsch.

# RICHLAND TOWNSHIP MUNICIPAL AUTHORITY TREASURER'S REPORT

### REVENUES RECORDED MONTH OF

August 31, 2024

| Water Bill Collections | \$ 286,156.73          |            |
|------------------------|------------------------|------------|
| Miscellaneous          | \$ 13,888.25 *see deta | ails below |
| Taps                   | \$ 15,612.09           |            |
| TOTAL                  | \$ 315,657.07          |            |

### MAJOR EXPENDITURES MONTH OF

August 31, 2024

West View Water Authority - \$145,752.37 - Water Purchase

KLH Engineers - \$11,352.70 - Engineering Services and Capital Improvement

MEIT - \$10,438.12 - Health Insurance

CAT Financial Commercial - Cleveland Brothers - \$8,155.00 - Capital Improvement - Clearview Replacement

### **BANK BALANCES AS OF**

August 31, 2024

|                         |                    | Int Rate |
|-------------------------|--------------------|----------|
| Nextier Money Market    | \$<br>1,476,364.40 | 4.13%    |
| Nextier Revenue Account | \$<br>27,956.40    | N/A      |
| Nextier Payroll Account | \$<br>-            | N/A      |
| Nextier Savings         | \$<br>83,392.22    | 3.96%    |
| TOTAL BALANCE           | \$<br>1,587,713.02 |          |

### \*Miscellaneous Revenue

| Lien Letters               | \$<br>475.00     |
|----------------------------|------------------|
| Mobile Home Parks          | \$<br>9,143.00   |
| Bulk Water                 | \$<br>(3,787.21) |
| Public Fire Invoices       | \$<br>5          |
| Private Fire Invoices      | \$<br>- 1        |
| Tank Antenna Rental        | \$<br>           |
| Meter and Meter Pit Sales  | \$<br>170.00     |
| Interest, Discounts, Misc. | \$<br>7,887.46   |
| TOTAL                      | \$<br>13,888.25  |

| Loans             | ns Payment   |               | Balance       | Matures   |
|-------------------|--------------|---------------|---------------|-----------|
| Nextier Tank Loan | \$ 9,000.00  | 3.45%         | \$ 93,331.60  | 7/1/2028  |
| Nextier Mortgage  | \$ 10,000.00 | 3.82%         | \$ 494,816.68 | 3/12/2035 |
| 15                |              | TOTAL BALANCE | \$ 588,148.28 |           |

| Developer Escrow Account  | Interest Rate                    | Balance    | 1         |    |            |
|---------------------------|----------------------------------|------------|-----------|----|------------|
| Nextier Developers Escrow | 0.05%                            | \$         | 33,330.05 |    |            |
| Includes Deposits from:   | Interest                         |            |           | \$ | 11.05      |
| - 11. I                   | Chatham Unive                    | ersity Bun | khouse    | \$ | 3,803.50   |
|                           | Colony Courts                    | Phase III  | 10        | \$ | 3,153.54   |
|                           | Olympus Energ                    | ју         |           | \$ | (1,613.50) |
|                           | Traditions of Ar                 | \$         | 8,933.46  |    |            |
|                           | Gibsonia Comr<br>Bond - Expirati |            |           | S  | 19,042.00  |

Motion made by Member Baldauf and seconded by Member Fogliani to accept the Treasurer's Reports as submitted. Motion carried.

The Payable Voucher List was submitted for review for July and presented as follows:

09/12/24 RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

### Payable Vouchers

As of September 18, 2024

|                                   | Туре            | Date         | Num  | Name   | Credit               |
|-----------------------------------|-----------------|--------------|------|--|----------------------|
| 1000 · Nextier Bank Checking 3920 | Rill Pmt Check  | 08/22/2024 1 | 1501 | ZOTTOLA LAWN AND LANDSCAPE                   | 950.00               |
| +                                 | Check           | 08/23/2024 E |      | ADP#   | 90.47                |
| +                                 |                 |              |      | TOSHIBA FINANCIAL SERVICES                   | 145.81               |
| ±                                 | Check           |              |      | COMPUTER FELLOWS INC                         | 31.25                |
| ***                               |                 |              |      | CITCO WATER                                  | 1,081.04             |
| r                                 |                 |              |      | JERRY SCHWICKRATH WINDOW CLEANING LLC        | 125.00               |
|                                   |                 |              |      | MCCLYMONDS SUPPLY & TRANSIT CO., INC         | 640.97               |
|                                   |                 |              |      | PA RURAL WATER ASSOCIATION                   | 707.00               |
| £                                 | Check           |              |      | COMPUTER FELLOWS INC                         | 252.50               |
|                                   | Check           |              |      | VOGEL DISPOSAL SERVICE INC 01 0009372 3      | 139.41               |
|                                   | Bill Pmt -Check |              |      | MEIT 09000-0290                              | 10,438.12            |
|                                   |                 |              |      | PA DEPT ENVIRONMENTAL PROTECTION 5020018     | 6,550.00             |
|                                   |                 |              |      | TEAMSTERS LOCAL UNION 205                    | 307.00               |
|                                   | Check           |              |      | NEXTIER 94659#                               | 9,000.00             |
| *<br>2                            | Check           |              |      | VERIZON WIRELESS 742081832-00001             | 92.69                |
|                                   |                 |              |      | COUNTY LINE SUPPLY YARD                      | 1,336.00             |
|                                   |                 |              |      | DAILEY OPERATION CONSULTING SCORP            | 7,237.50             |
|                                   |                 |              |      | DUQUESNE LIGHT COMPANY 1586-230-000          | 464.93               |
|                                   |                 |              |      | DUQUESNE LIGHT COMPANY 6848-207-443          | 1,714.40             |
|                                   |                 |              |      | HOSACK SPECHT MUETZEL & WOOD LLP             | 2,250.00             |
|                                   |                 |              |      | HUBBELL, MATTHEW                             | 33.08                |
|                                   |                 |              |      | RANGANATHAN, KARTHIKEYAN                     | 113.36               |
|                                   |                 |              |      | WALMART CAPITAL ONE 641039                   | 30.91                |
|                                   | Check           | 09/05/2024 E |      |  | 212.90               |
|                                   |                 | 09/06/2024 E |      |  | 90.47                |
|                                   | Check           |              |      | PITNEY BOWES PURCHASE POWER                  |                      |
|                                   | Check           |              |      | BOOKMINDERS RTMAAC                           | 214.99               |
|                                   |                 |              |      |  | 1,922.85             |
|                                   |                 |              |      | AMAZON CAPITAL SERVICES                      | 39.70<br>399.38      |
|                                   |                 |              |      | CITCO WATER                                  |                      |
|                                   |                 |              |      | LINDY PAVING INC                             | 510.49               |
|                                   |                 |              |      | OBRIEN, SEAN                                 | 91.69                |
|                                   |                 |              |      | RUDOLPH AUTO REPAIR                          | 97.32                |
|                                   |                 |              |      | SHOCKLING, VALERIE                           | 140.12               |
|                                   | Bill Pmt -Check |              |      |  | 3,000.00             |
|                                   |                 |              |      | VENEZIA, TAMMY                               | 300.00               |
|                                   | Check           |              |      | LOWES BUSINESS ACCOUNT/SYNCB X7621           | 126.51               |
|                                   | Check           |              |      | NEXTIER 49666#                               | 10,000.00            |
|                                   |                 |              |      | WEST VIEW WATER AUTH 60000-0148900-001       | 145,065.22           |
|                                   | Check           |              |      | COMPUTER FELLOWS INC                         | 170.41               |
|                                   | Check           |              |      | ARMSTRONG 0581275-01                         | 204.25               |
|                                   | Check           | 09/17/2024 E |      | PEOPLES 200004361651                         | 22.97                |
|                                   | Check           |              |      | PEOPLES 200004361735                         | 19.56                |
|                                   |                 |              |      | CAT FIN COMM/CLEVELAND BROS                  | 3,247.14             |
|                                   |                 |              |      | COUNTY LINE SUPPLY YARD                      | 784.10               |
|                                   |                 |              |      | DUQUESNE LIGHT COMPANY 6848-207-443          | 1,520.23             |
|                                   |                 |              |      | ESTATE OF MARGARET PETERSON                  | 149.04               |
|                                   |                 |              |      | GREGOR, PATRICIA                             | 26.76                |
|                                   | Bill Pmt -Check | 09/18/2024 1 | 1531 | HTBS CREDIT 436942                           | 283.29               |
|                                   |                 |              |      |  |                      |
|                                   | Bill Pmt -Check | 09/18/2024 1 |      | KLH ENGINEERS INC 162-01<br>LINDY PAVING INC | 2,475.50<br>1,500.56 |

#### RICHLAND TOWNSHIP MUNICIPAL AUTHORITY

#### Payable Vouchers As of September 18, 2024

|  | Туре            | Date       | Num        | Name                             | Credit     |
|--|-----------------|------------|------------|----------------------------------|------------|
|  | Bill Pmt -Check | 09/18/2024 | 11534      | MILLER & MILLER PLLC             | 900.00     |
|  | Bill Pmt -Check | 09/18/2024 | 11535      | TRACTOR SUPPLY CREDIT PLAN X7517 | 199.98     |
| Total 1000 · Nextier Bank Checking 39  | 20              |            |            |                                  | 217,446.87 |
| 1010 · Nextier Bank Payroll 3933       |                 |            |            |                                  |            |
| +                                      | Check           | 08/29/2024 | EFT        | MG TRUST#                        | 2,226.97   |
| +                                      | Check           | 08/29/2024 | EFT        | PAYROLL DIRECT DEPOSIT#          | 10,518.30  |
| +                                      | Check           | 08/29/2024 | EFT        | PAYROLL IMPOUNDED TAXES#         | 4,924.42   |
| +                                      | Check           | 09/10/2024 | EFT        | MG TRUST#                        | 2,226.97   |
| +                                      | Check           | 09/12/2024 | EFT        | PAYROLL DIRECT DEPOSIT#          | 10,177.84  |
| +                                      | Check           | 09/12/2024 | <b>EFT</b> | PAYROLL IMPOUNDED TAXES#         | 4,895.93   |
| Total 1010 · Nextier Bank Payroll 3933 |                 |            |            |                                  | 34,970.43  |
| 1020 · Nextier Bank MM 3946            |                 |            |            |                                  |            |
| +                                      | Check           | 08/31/2024 | EFT        | NEXTIER BANK FEE#                | 30.00      |
| <b>+</b>                               | Check           | 09/03/2024 | <b>EFT</b> | RETURNED DEPOSIT#                | 114.88     |
| +                                      | Check           | 09/03/2024 | EFT        | NEXTIER BANK FEE#                | 382.30     |
| Total 1020 · Nextier Bank MM 3946      |                 |            |            |                                  | 527.18     |
| 1035 · Nextier Escrow 5281             |                 |            |            |                                  |            |
| Total 1035 · Nextier Escrow 5281       |                 |            |            |                                  |            |
| DTAL                                   |                 |            |            |                                  | 252,944.48 |

\*paid prior to meeting +electronic payment

Motion made by Member Anderson and seconded by Member Fogliani to approve the Payable Vouchers List for August as presented. Motion carried.

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.

### WATER SYSTEM SUPERVISORS REPORT

Supervisor Trecziak reviewed work this past month that included a hydrant repair on Middlesex St., landscaping work on Clearview Road and planning that is underway for the Richland Park waterline relocation to accommodate a play structure. Paving is about to begin from water break repairs on McMorran Road and Oakcrest. A leak was discovered on Meadow Ln and the crew is beginning to take their vacation time after the major construction season has wrapped up.

# Water System Supervisors Report August 2024

|                              | Month | <u>Year</u> |
|------------------------------|-------|-------------|
| Final Readings               | 18    | 139         |
| Backflow inspections         | 1     | 48          |
| New service customer sign up | 4     | 5           |
| New Service customer metered | 0     | 27          |
| Service line locate          | 51    | 470         |
| Main line locate             | 92    | 728         |
| Service Line Inspection      | 0     | 16          |
| Meter Change out             | 2     | 82          |
| Radio Read Install           | 1     | 26          |
| Service shut off             | 1     | 35          |
| Service turn on              | 0     | 36          |
| Service Leaks                | 0     | 3           |
| Misc Service calls           | 8     | 82          |
| Main line Breaks             | 20    | 19          |
| Total number of taps         | 6     | 17          |
| Bore                         | 4     | 11          |
| Short                        | 2     | 6           |

|                                       | August 2024        | August 2023 | Yr to Date         |
|---------------------------------------|--------------------|-------------|--------------------|
| Total Water Purchased/West View       | 25,036,000 (+8.7%) | 23,032,000  | 183,736,000(+4.1%) |
| Total Water used/Richland Tank        | 12,411,000 (+7.5%) | 12,471,000  | 104,372,000(+1.7%) |
| Total Water used/Bakerstown Tank      | 11,625,000 (+10%)  | 10,561,000  | 67,729,000(+5.8%)  |
| Average Water use/182 days West View  | 808,000            | 748,000     | 753,000            |
| Average Water use/182 days Richland   | 433,000            | 399,000     | 428,000            |
| Average Water use/182 days Bakerstown | 375,000            | 349,000     | 325,000            |
| Peak day demand/system                | 990,000            | 887,000     | 1,173,000          |
| Peak day demand/Richland Tank         | 708,000            | 494,000     | 708,000            |
| Peak day demand/Bakerstown Tank       | 522,000            | 478,000     | 616,000            |
| Total Precipitation                   | 6.79               | 6.95        | 32.23              |

### SOLICITOR'S REPORT

No report.

# ENGINEER'S REPORT

Engineer Coldren provided updates on Grove Rd waterline project award to Boney Construction. The Notice to Proceed has been issued and work is to be completed within 90 days. Chessrown Ave and Community Center Drive waterline projects are nearly complete with design and the County will be engaged next with a pre-bid meeting. The Township has not set a date yet for the bid for the 910 waterline relocation. Work has been underway for the Olympus design work and the Annual Report was provided by the Engineer that details work on the system this past year.

### **OLD BUSINESS**

There was no old business.

### **NEW BUSINESS**

The Board was presented with the Annual Operations Budget as follows for \$3,287,604 that includes the need for a 4.1% rate increase from West View Water. After some discussion, Motion by Member Fogliani, Seconded by Member Dorsch to approve the 2025 Budget. Motion carried.

|  | Oct 22 - Jul 23 | Oct '23 - Jul '24 | 2024 Budget         | Remaining Budget | % of Budget | 2025 Budget  | % of '24 But |
|--|-----------------|-------------------|---------------------|------------------|-------------|--------------|--------------|
| nery Income/Expense                      | 0               | 8                 | 7                   |                  | GOAL        |              |              |
| Income                                   |                 |                   |                     | -                | 83.33%      |              |              |
| 4000 - Service Charges                   | - 0             | 8 8               | 3                   | 8                | SERVICE.    | 2 S          |              |
| 4010 · Residential                       | 1,506,773.16    | 1,771,489.16      | 2,118,000.00        | (346,510.84)     | 83.64%      | 2204835.00   | 4.           |
| 4011 - Res - Mobile Home Parks           | 19,012.36       | 5,343.08          | 23,500.00           | (18,156.92)      | 22.74%      | 24464.00     |              |
| 4020 · Commercial                        | 213,746.18      | 245,039.92        | 292,146.00          | (47,106.08)      | 83.88%      | 304124.00    |              |
| 4030 - Municipal                         | 151,861,08      | 190,078.80        | 205,000.00          | (14,921.20)      | 92.72%      | 213405.00    |              |
| 4040 · Public Fire                       | 3,000.00        | 3,000.00          | 126,600.00          | (123,600.00)     | 2.37%       | 125400.00    |              |
| 4050 - Private Fire                      | 22,600.00       | 22.570.83         | 22,600.00           | (29.17)          | 99.87%      | 23300.00     |              |
| 4060 Bulk Water                          | 9,232,61        | 25,805,93         | 7,500.00            | 18,305.93        | 344.08%     | 7808.00      |              |
| 4090 - Late Charges and Penalties        | 27,875.33       | 27,193.03         | 25,000.00           | 2,193.03         | 108.77%     | 26025.00     | _            |
| Total 4000 - Service Charges             | 1,954,100.72    | 2,290,520.75      | 2,820,346.00        | (529,825.25)     | 81.21%      | 2929364.00   |              |
| 4100 · Tap-in Fees                       | 124,353.55      | 33,969.00         | 58,900.00           | (24,911.00)      | 57.71%      | 44500.00     |              |
| 4200 - Tank Antenna Rental               | 600.00          | 600.00            | 600.00              | 0.00             | 100.0%      | 600.00       |              |
| 4300 · Meter and Meter Pit Sales         | 1,065.37        | 2,674.88          | 2,000.00            | 674.88           | 133.74%     | 2000.00      |              |
| 4400 Capital Improvements Surcharge      | 82,087.90       | 214,390.86        | 256,000.00          | (75,480.54)      | 83.75%      | 260640,00    |              |
|  | 02/007.90       | 214,359.00        | 230,000.00          | (/3/400.34)      | 0371336     | 200040.00    | -            |
| 4600 - Miscelleneous Income              | - 10            | 12.22             |                     | 8.85             | * **        | S 200        |              |
| 4605 - Insurance Proceeds                | 20.000.00       | 0.00              | 0.00                | 0.00             | 0.0%        | 0.00         |              |
| 4610 Meter Readings and Shut Offs        | 2,403.40        | 0.00              | 2,400.00            | (2,400.00)       | 0.0%        | 2300.00      |              |
| 4615 - Lien Letters                      | 2,750.00        | 3,525.00          | 3,000.00            | 525.00           | 117.5%      | 3000.00      |              |
| 4620 - Misc Revenue                      | 7,538.95        | 5,953.78          | 7,500.00            | (1,546.22)       | 79.38%      | 7500.00      |              |
| Total 4600 - Miscellaneous Income        | 12,692.35       | 9,478.78          | 12,900.00           | (3,421.22)       | 73.48%      | 12800.00     | -4           |
| 4700 · Non-Operating Revenues            | - 8             | 2 1               | 8 3                 |                  |             |              |              |
| 4705 - Discounts Earned                  | 0.00            | 0.00              | 200.00              | (200.00)         | 0.0%        | 200.00       |              |
| 4710 Interest Income                     | 35,171,50       | 54,478.59         | 30,000.00           | 24,478.59        | 181.6%      | 37500.00     |              |
| Total 4700 Non-Operating Revenues        | 35,171.50       | 54,478.59         | 30,200.00           | 24,278.59        | 180.39%     | 37700.00     | 24           |
| Total Income                             | 2,210,071.39    | 2,606,132.86      | 3,180,946.00        | (608,684,54)     | 81.93%      | 3287604.00   | 3            |
| Gross Profit                             | 2,210,071.39    | 2,606,132.86      | 3,180,946.00        | (608,684.54)     | 81.93%      | 3287604.00   | 3            |
| Expense                                  | 0.040,000,000   | D-71-7-3-XE-1     | Ser Manches Control | 0 000000000      | A. SAMOTO   |              |              |
| 5100 - Pess Thru Expense                 | - 8             | 2,222.71          | 0.00                | 222.71           | 100.0%      |              |              |
| 6100 - Distribution System               |                 | St. Louistern     |                     |                  | 3505-100    | · .          |              |
| 6110 · Water Purch - West View           | 995,355.69      | 1,087,872.63      | 1,300,000.00        | (212,127.37)     | 83.68%      | 1339000.00   | 3            |
| 6130 · Meters, Pipes, and Materials      | 4,807.85        | 1,847.49          | 30,000.00           | (28,152.51)      | 6.16%       | 30000.00     | 0            |
| 6140 - Maintenance - Main Lines          | - 8             | 8 3               | 3                   | 8                |             |              |              |
| 6140.1 - Materials and Supplies          | 8               | 76,724.27         | 75,000.00           | 1 2              | 102,3%      | 75000.00     | 0            |
| 6140.2 - Labor                           |                 | 75,344.46         | 80,000.00           |                  | 94,18%      | 93000.00     | 16           |
| Total 6140 - Maintenance - Main Lines    | 113,549.25      | 152,068.73        | 155,000.00          | (2,931.27)       | 98.11%      | 168000.00    |              |
| 6160 - Maintenance - Service             | - 109E0005      |                   | 2 250               | 475-17-2         |             | •11 000E0000 |              |
| 6160.1 - Materials and Supplies          | 8               | 5.099.17          | 30,000.00           | 9                | 17.0%       | 30000.00     | 0            |
| 6160.2 - Labor                           | -               | 25,665.01         | 45,000.00           | *                | 57.03%      | 47000.00     |              |
| Total 6160 - Maintenance - Service Lines | 59,648.59       |                   | 75,000.00           | (44,235.82)      | 41.02%      | 77000.00     |              |
| 6170 Maintenance - Meters                | 00,040.00       | 56,154.16         | 10,000.00           | [44,200.02]      | 41.02.0     | 3 333        | _            |
| 6170.1 · Materials and Supplies          | - 6             | 12,092.15         | 5,000.00            |                  | 241.84%     | 15000.00     | 200          |
| 6170.2 - Labor                           |                 | 7,016.68          | 10,000.00           | - 3              | 70.17%      | 11000.00     |              |
| - book - bookstatistististis - con-      | 20.202.22       |                   |                     | 1 400 00         |             |              |              |
| Total 6170 - Maintenance - Meters        | 30,327.33       | 19,108.83         | 15,000.00           | 4,108.83         | 127.39%     | 26000.00     | . 73         |
| 6180 · Maintenance - Hydrants            |                 | - MARKET          | F 055 55            |                  | 446 666     |              | 194          |
| 6180.1 - Meterials and Supplies          | 6               | 7,083.81          | 6,000.00            |                  | 118.06%     | 7500.00      |              |
| 6180.2 - Labor                           | 10000000        | 5,362.78          | 6,000.00            | 100              | 89.38%      | 6200.00      | _            |
| Total 6180 - Maintenance - Hydrants      | 4,789.88        | 12,446.59         | 12,000.00           | 446.59           | 103.72%     | 13000.00     |              |
| 6190 - Contract Labor                    | 0.00            |                   | 15,000.00           | (14,391.01)      | 4.06%       | 15000.00     |              |
| Total 6100 - Distribution System         | 1,208,478.59    | 1,304,717.44      | 1,602,000.00        | (297,282.56)     | 81.44%      | 1568000.00   | - 4          |
| 6200 - Dickey Road Water Booster         |                 |                   |                     |                  |             |              |              |
| 6210 - Lebor                             | 249.95          | 946,32            | 500.00              | 446.32           | 189.26%     | 750.00       |              |
| 6220 - Contract Labor                    | 917.03          | 1,212.00          | 1,000.00            | 212.00           | 121.2%      | 1000.00      | 0            |
| 6230 · Electricity                       | 10,190.07       | 10,706.19         | 13,000.00           | (2,293.81)       | 82.36%      | 13000.00     | 0            |
| 6250 - Materials and Supplies            | 1,041.71        | 904.00            | 1,000.00            | (96.00)          | 90.4%       | 1000.00      |              |
| Total 6200 - Dickey Road Water Booster   | 12,398.76       | 13,768.51         | 15,500.00           | (1,731.49)       | 88.83%      | 15750.00     | 1            |
| 6300 - West View Route 910 Meter Pit     |                 |                   |                     | 10.30000         |             | SS 111081108 |              |
| 6310 - Lebor                             | 1,133.53        | 324.87            | 1,000.00            | (675.13)         | 32.49%      | 1500.00      | 50           |
| 6320 · Contract Labor                    | 0.00            | 978.68            | 0.00                | 978.68           | 100.0%      | 1000.00      | _            |
|  |                 |                   |                     | 21,222           |             | 10000000     |              |

|               | 6350 Materials and Supplies  | 0.00          | 108.75     | 500.00      | (391.25)                                | 21.75%  | 500.00                                  | 0.0   |
|---------------|--|---------------|------------|-------------|---|---------|---|-------|
| _             | Total 6300 - West View Route 910 Meter Pit   | 1,318.03      | 1,520.27   | 1,750.00    | (229.73)                                | 86.87%  | 3250.00                                 | 85.7  |
| - 6           | 5400 - Bakerstown Tank   |               |            |             |   |         | e agreeme                               | 19750 |
| 103           | 6410 - Labor   | 311.08        | 38,22      | 500.00      | (461.78)                                | 7.64%   | 750.00                                  | 50.0  |
| -             | 6420 - Contract Labor  | 2,391.53      | 1,061.25   | 2,500.00    | (1,438.75)                              | 42.45%  | 2500.00                                 | 0.0   |
| 103           | 6430 · Electricity   | 569.64        | 695.52     | 700.00      | (4.48)                                  | 99.36%  | 800,00                                  | 14.2  |
| -             | 6440 - Natural Gas   | 220.27        | 222.62     | 250.00      | (27.38)                                 | 89.05%  | 350.00                                  | 40.0  |
| - 100         | 6450 · Materials and Supplies  | 0.00          | 0.00       | 500.00      | (500.00)                                | 0.0%    | 500,00                                  | 0.0   |
|               | Total 6400 - Bakerstown Tank   | 3,492.52      | 2,017.61   | 4,450.00    | (2,432.39)                              | 45.34%  | 4900.00                                 | 10.   |
| 6             | 5500 · Richland Tanks  | 8 2027        |            |             | 200000000000000000000000000000000000000 | 3,0,00  | -                                       |       |
| 600           | 6510 · Lebor   | 69.02         | 279.17     | 500,00      | (220.83)                                | 55.83%  | 750,00                                  | 50.   |
| 103           | 6520 - Contract Labor  | 2,391.53      | 811.25     | 2,500.00    | (1,688.75)                              | 32.45%  | 2500.00                                 | 0.    |
|               | 6530 - Electricity   | 281.77        | 506.29     | 500.00      | 6.29                                    | 101.26% | 600.00                                  | 20.   |
| 100           | 6550 · Materials and Supplies  | 0.00          | 0.00       | 500.00      | (500.00)                                | 0.0%    | 500.00                                  | 0.    |
| 1             | Total 6500 - Richland Tanks  | 2,742.32      | 1,596.71   | 4,000.00    | (2,403.29)                              | 39.92%  | 4350.00                                 | 8.    |
| - €           | 6600 - Ridge Road Tank   | 18 3          | - 1        | 38          | 1                                       |         |   |       |
| 100           | 6610 - Labor   | 202.45        | 0.00       | 500.00      | (500.00)                                | 0.0%    | 750.00                                  | 50    |
| 100           | 6620 - Contract Labor  | 2,391.53      | 1,911,45   | 2,500.00    | (588.55)                                | 76.46%  | 2500.00                                 | 0     |
| 100           | 6630 · Electricity   | 2,182.95      | 2,055.09   | 2,500.00    | (444.91)                                | 82.2%   | 2500.00                                 | 0     |
| 283           | 6650 · Materials and Supplies  | 0.00          | 0.00       | 500.00      | (500.00)                                | 0.0%    | 500.00                                  | 0     |
| 100           | Total 6600 · Ridge Road Tank   | 4.776.93      | 3,966.54   | 6,000,00    | (2,033.46)                              | 66.11%  | 6250.00                                 | - 4   |
| _             | 5700 - General Expenses  | 4,110.30      | 0,500.04   | 0,000,00    | (2,000.40)                              | 00.11.0 | 0230.00                                 |       |
| -             | 6710 Payroll Expenses  | - 12 - 1      |            | -           |   |         | _                                       |       |
| 100           | 6711 - Unepplied Lebor   | 37,249.64     | 35.091.20  | 40.000.00   | (4,908.80)                              | 87.73%  | 6668.52                                 | -83   |
| -             | A STATE OF THE STA | 0.00          | 20,257.51  | 0.00        | 20,257.51                               | 100.0%  | 25000.00                                | 100   |
| 1000          | 6712 - Labor - Meter Reading   | 1 (1 (1.572)  | 200        |             | 50 M (200 CO)                           |         | The second second                       |       |
| 100           | 6713 - Leave - Paid Time Off   | 0.00          | 0.00       | 0.00        | 0.00                                    | 0.0%    | 42524.28                                | 100   |
| 1000          | 6714 - Payroll Taxes   | 25,612.80     | 24,606.22  | 30,600.00   | (5,993.78)                              | 80.41%  | 32000.00                                | 4     |
| 100           | 6715 - Employee Benefts  | 93,442.96     | 100,901.06 | 110,200.00  | (9,298.94)                              | 91.56%  | 132750.00                               | . 20  |
| 1/4           | 6716 Deferred Compensation   | 17,812.00     | 18,809.29  | 23,000.00   | (4,190.71)                              | 81.78%  | 25000,00                                | 8     |
| 40.0          | Total 6710 - Payroll Expenses  | 237,996.33    | 199,665.28 | 203,800.00  | (4,134.72)                              | 97.97%  | 263942,80                               | 29    |
| 100           | 6740 · Building Maintenance  | 17,050.92     | 10,996.21  | 21,000.00   | (10,003.79)                             | 52,36%  | 13500.00                                | -35   |
| 100           | 6750 · Telephone   | 3,288.72      | 3,536.86   | 3,900.00    | (363.14)                                | 90.69%  | 3900.00                                 | 0     |
| 133           | 6751 - Cell Phone  | 1,520.64      | 1,613.44   | 1,950.00    | (336.56)                                | 82.74%  | 1950.00                                 | 0     |
| 600           | 6760 · Electricity   | 4,449.02      | 5,001.20   | 5,500.00    | (498.80)                                | 90.93%  | 6500.00                                 | 18    |
| 1             | 6770 · Naturel Gas   | 1,516.42      | 1,540.51   | 3,300.00    | (1,759.49)                              | 45.58%  | 2000,00                                 | -39   |
| 673           | 6780 · Telemetering  | 5,930.00      | 5,930.00   | 5,040.00    | 890.00                                  | 117.66% | 6500.00                                 | 26    |
| 100           | 6800 · Postage   | 8,626.97      | 8,835.96   | 11,000.00   | (2,164.04)                              | 80.33%  | 11000.00                                | 0     |
|               | 6810 : Insurance   | 27,041.97     | 27,041.97  | 25,000.00   | 2,041.97                                | 108.17% | 30000.00                                | 20    |
| 203           | 6830 · Taxes, Licenses, Permits  | 50.00         | 50.00      | 1,000.00    | (950.00)                                | 5.0%    | 250,00                                  | -75   |
|               | 6835 - Uniform Allowance   | 244.89        | 244.89     | 750.00      | (505.11)                                | 32.65%  | 750.00                                  | 0     |
| 100           | 6837 · Uniform Expense   | 0.00          | 1,535.29   | 0.00        | 1,535.29                                | 100.0%  | 1900.00                                 | 100   |
| 100           | 6840 - Equipment Rentals   | 0.00          | 0.00       | 500.00      | (500.00)                                | 0.0%    | 500.00                                  | 0     |
| 263           | 6850 · Truck and Equip Repairs   |               | - 7        |             | 6                                       |         |   |       |
| 100           | 6851 - Dump Truck  | 1,011.20      | 3,752.53   | 1,200.00    | 2,552.53                                | 312.71% | 1500.00                                 | 25    |
| 203           | 6852 - Small Service Truck   | 3,829.12      | 1,487.65   | 1,500.00    | (12.35)                                 | 99.18%  | 1500.00                                 | 0     |
| 100           | 6853 - Backhoe   | 1,839.48      | 963.31     | 2,000.00    | (1,036.69)                              | 48.17%  | 2000.00                                 | 0     |
| 233           | 6854 - 2017 Coloredo Pickup Truck  | 2,926.24      | 2,814.00   | 2,000.00    | 814.00                                  | 140.7%  | 2000.00                                 | 0     |
| 2.0           | 6855 - 2015 Pickup Truck   | 4,491.31      | 1,160.37   | 2,500.00    | (1,339.63)                              | 45.42%  | 2000.00                                 | -20   |
| ++            | 6856 - 2021 Chevy SilveredoTruck   | 3,260.10      | 1,807.69   | 3,500.00    | (1,692.31)                              | 51.65%  | 2500.00                                 | -25   |
| 100           | 6859 - Other Small Equipment   | 69.44         | 498.83     | 500.00      | (1.17)                                  | 99.77%  | 500.00                                  | 0     |
| 184           | Total 6850 - Truck and Equip Repairs   | 17,426.89     | 12,484.38  | 13,200.00   | (715.62)                                | 94.58%  | 12000.00                                | -4    |
| 181           | 6860 · Tools and Supplies  | 5,767.55      | 9.378.08   | 12,000.00   | (2,621.92)                              | 78.15%  | 12000.00                                | 0     |
| 1004          | 6880 · Employee Evaluation/Training  | 889.84        | 2,068.61   | 3,000.00    | (931.39)                                | 68.95%  | 3000.00                                 | -     |
| (0)           | 6900 - Trash Removal   | 1,346.31      | 1,389.74   | 1,600.00    | (210.26)                                | 86.86%  | 1600.00                                 |       |
| 184           | 2 P. D. C. C. L. C.  | 642.67        | 670.75     | 750.00      |   | 89.43%  | 750.00                                  | 0     |
| -             | 6910 - Sewage<br>6920 - Miscellaneous Expense  | 642.67        |            | 10101110000 | (79.25)                                 |         | 0.0000000000000000000000000000000000000 | -33   |
| 100           |  | 100 2000 2000 | 523.21     | 3,000.00    | (2,476.79)                              | 17.44%  | 2000,00                                 |       |
|               | 6930 - Fire Hydrent Tax  | 134.99        | 108.25     | 135.00      | (26.75)                                 | 80.19%  | 135.00                                  |       |
| $\overline{}$ | Total 6700 - General Expenses  | 330,730.11    | 292,614.63 | 316,425.00  | (23,810.37)                             | 92.48%  | 374177,80                               | 18    |
| 1             | 7000 - Administrative Expenses   |               |            |             |   |         |   |       |
| 183           | 7010 - Payroll Expenses  | 48            |            |             |   |         |   |       |
| $\perp$       | 7011 - Office Salaries   | 3,495.06      | 45,834.93  | 67,275.00   | (21,440.07)                             | 68.13%  | 65725.00                                | -2    |
| 900           | 7012 - Foreman Admin Salary  | 88,092.78     | 85,305.22  | 107,532.00  | (22,226.78)                             | 79.33%  | 111322.00                               | 3     |
| 1000          | Total 7010 - Payroll Expenses  | 91,587.84     | 131,140.15 | 174,807.00  | (43,666.85)                             | 75.02%  | 177047,00                               | 1.    |
| -             |  |               |            |             |   |         |   |       |

| T  | 7030 · Legel                         | 10,530.50    | 8,076.00     | 10,000.00    | (1,924.00)   | 80.76%   | 10000.00   | 0.00%   |
|----|--------------------------------------|--------------|--------------|--------------|--------------|----------|------------|---------|
|    | 7040 · Engineering                   | 6,479.60     | 5,362.50     | 10,000.00    | (4,637.50)   | 53.63%   | 10000.00   | 0.00%   |
|    | 7045 · Professional Consulting       | 49,595.63    | 48,151.25    | 60,000.00    | (11,848.75). | 80.25%   | 40000.00   | -33.33% |
| 18 | 7050 · Audit                         | 9,678.75     | 9,750.00     | 10,000.00    | (250.00)     | 97.5%    | 10000.00   | 0.00%   |
|    | 7060 · Accounting                    | 18,810.49    | 18,256.12    | 20,000.00    | (1,743.88)   | 91.28%   | 22000.00   | 10.00%  |
|    | 7080 - Dues and Subscriptions        | 9,297.75     | 3,558.00     | 9,500.00     | (5,942.00)   | 37,45%   | 7500.00    | -21.05% |
| T  | 7081 - Compliance Fee                | 15,000.00    | 18,100.00    | 20,000.00    | (1,900.00)   | 90.5%    | 26200.00   | 31,009  |
| 18 | 7090 · Office Expenses               | 16,619.47    | 9,170.49     | 17,901.00    | (8,730.51)   | 51.23%   | 12500.20   | -30.179 |
| 1  | 7091 - Computer Software             | 8,121.95     | 16,352.35    | 25,000.00    | (8,647.62)   | 65.41%   | 5000.00    | -80.009 |
|    | 7092 · Computer Equipment            | 0.00         | 2,611.85     | 2,000.00     | 611.85       | 130.59%  | 2500.00    | 25.009  |
| 1  | 7093 - Billing Expenses              |              |              |              |              |          |            |         |
| 38 | 7093.1 - Billing Software            | 0.00         | 0.00         | 0.00         | 0.00         | 0.0%     | 9500.00    | 100.00% |
| 1  | 7093.2 - Billing Supplies            | 0.00         | 0.00         | 0.00         | 0.00         | 0.0%     | 3000.00    | 100.00% |
|    | Total 7930 - Billing Expenses        | 0.00         | 0.00         | 0.00         | 0.00         | 0.0%     | 12500.00   | 100.009 |
| 38 | 7094 - Playment Processing           | - 8          |              | 3 32         | - 3          |          | 3          |         |
|    | 7094.1 - Online Fees                 | 0.00         | 0.00         | 0.00         | 0.00         | 0.0%     | 1275.00    | 100.009 |
| 16 | 7094.2 - ACH Fees                    | 0.00         | 0.00         | 0.00         | 0.00         | 0.0%     | 1250.00    | 100.009 |
|    | 7094.3 - Lockbox Fees                | 0.00         | 0.00         | 0.00         | 0.00         | 0.0%     | 4650.00    | 100.009 |
| 18 | Total 7094 - Payment Processing      | 0.00         | 0.00         | 0.00         | 0.00         | 0.0%     | 7175,00    | 100.009 |
|    | 7095 · Copier Lease                  | 553.96       | 1,296.00     | 1,700.00     | (404.00)     | 75.24%   | 1700.00    | 0.009   |
| 18 | 7100 · Travel                        | 0.00         | 588.03       | 500.00       | 88.03        | 117.61%  | 500.00     | 0.009   |
|    | 7110 · Uncollectible Accounts        | 0.00         | 6.00         | 200.00       | (200.00)     | 0.0%     | 500.00     | 150.009 |
| 38 | 7120 - Bank Charges                  | 3,063.55     | 4,320.03     | 4,700.00     | (379.97)     | 91.92%   | 200.00     | -95,749 |
| Т  | 7130 · Advertising                   | (135.00)     | 532.75       | 750.00       | (217.25)     | 71.03%   | 750.00     | 0.009   |
| 18 | 7199 · Cash Over/Short               | 2,456.19     | (694.79)     | 3,000.00     | (3,694.79)   | (23.16%) | 3000.00    | 0.009   |
| 1  | Total 7000 - Administrative Expenses | 243,605.67   | 278,575.94   | 372,558.00   | (93,982.06)  | 74,77%   | 351572.20  | -5.63%  |
| 38 | 7500 - Capital Improvements          | 543,072.02   | 726,672,31   | 256,000.00   | 470,672.31   | 283.86%  | 178425.00  | -30.309 |
| 1  | 5000 Other Expenses                  | 201721111000 |              |              |              |          |            | 111     |
| 18 | 8010 - Depresiation                  | 344,125.26   | 383,524.17   | 374,263.00   | 9,261.17     | 102.48%  | 460329.00  | 23.009  |
|    | 8020 - Loan Interest Expense         | 27,302.68    | 21,656.00    | 30,000.00    | (8,344.00)   | 72.19%   | 22600.00   | -24.679 |
|    | 8025 · Lease Interest Expense        | 8 8 3        | 200.54       | 0.00         | 200.54       | 100.0%   | 0.00       | 0.009   |
|    | 8030 - Loan Principal Payments       | 132,697.32   | 198,000.00   | 198,000.00   | (29,658.53)  | 85.02%   | 198000.00  | 0.009   |
|    | Total 8000 - Other Expenses          | 504,125.26   | 573,722.18   | 602,263.00   | (28,540.82)  | 95.26%   | 680929,00  | 13.069  |
|    | Total Expense                        | 2.854,740.21 | 3.201.394.85 | 3.180.945.00 | 20,448.85    | 100.64%  | 3287604.00 | 3.35%   |

The Board was presented with the 2025 Capital Budget as below in the amount of \$622,350 that includes the purchase of leak detection equipment, Chessrown Ave waterline replacement project, Community Center Drive waterline replacement, Grove and Franklin water line replacement, purchase of meters and a new meter reader and the replacement of the service truck. After some discussion, Motion by Member Fogliani, Seconded by Member Anderson to approve the capital budget. Motion carried.

| Description   | Estimated Cost | Benefit                |
|---|----------------|------------------------|
| Permaloggers (Leak Detection)                               | \$10,000       | Operational Efficiency |
| Replacement of Chessrown and<br>Community Center Waterlines | \$120,000*     | Reduce Line Breaks     |
| Replacement of Grove/Franklin<br>Waterlines                 | \$355,900      | Reduce Line Breaks     |
| Meter Replacements (100)                                    | \$20,000       | Operational Efficiency |
| Radio Read Meter Reader                                     | \$24,000       | Operational Efficiency |
| Replacement of 2017 Service Truck                           | \$92,450       | Long-Term Maintenance  |
| Transfer from Capital Fund                                  | -              | -                      |
| Total Proposed Budget                                       | \$622,350      |                        |

After some discussion, Motion by Member Anderson, Seconded by Member Fogliani to approve the Capital Improvement Plan as presented. Motion carried.

There being no more business Motion made by Member Dorsch and seconded by Member Anderson to adjourn the meeting at 6:58 PM. Motion carried.

Respectfully submitted: George Anderson, Secretary

The next regularly scheduled meeting will be held Monday October 16, 2024, at the Richland Township Municipal Authority located at 2012 Kramer Road, Gibsonia, PA.

Jason Dailey Interim Director