

**July 19, 2016**  
**MINUTES OF THE BOARD**

The meeting was called to order by Vice-Chairman Don Engle at 7:00 P.M.

**Present Were:** Board Members: Donald Engle, Edward Stone, Jeffrey Tennis, and Joyce Gerhart; Administrator Daniel Zimmerman, Carl Haws, Solicitor Jason Hess, and Consulting Engineer Steven Riley.

**GUEST RECOGNITION & PUBLIC COMMENT:** There were no guests present.

The **MINUTES** of the June 21, 2016 meeting were unanimously approved on a motion by D. Engle, seconded by J. Gerhart.

The **TREASURER'S REPORT** was unanimously approved on a motion by D. Engle, seconded by J. Tennis.

**PAYMENT OF THE BILLS:** A motion was made by D. Engle that the Treasurer of the Authority, or in his or her absence the Assistant Treasurer, be authorized to pay bills of the Authority, including interim bills which are normally paid by standing authorization, subject to the approval of the Authority Administrator within such time as is necessary to make timely payment or to avoid interest and penalty charges. The motion was seconded by J. Tennis and unanimously approved.

The following **REQUISITIONS** from the **Water Operating Account** were unanimously approved on a motion by J. Tennis, seconded by J. Gerhart:

<u>REQ.</u>	<u>PAYEE</u>	<u>REASON</u>	<u>AMOUNT</u>
WB518	Eastern Environmental Contractors, Inc.	Rothsville Well No. 2	\$24,134.26
WB519	Tri-Star Inc.	Rothsville Well No. 2	\$24,571.00
WB520	Morefield Communications	Laptop/Setup – Well No. 2	\$ 1,283.00
WB521	Entech Engineering, Inc.	Rothsville Well No. 2	\$ 5,861.00
WB522	Hach	Stable Cal Cert/Buffer/Phenol	\$ <u>439.75</u>
		TOTAL	\$56,289.07

The following **REQUISITIONS** from the **Sewer Operating Account** were unanimously approved on a motion by J. Tennis, seconded by J. Gerhart:

<u>REQ.</u>	<u>PAYEE</u>	<u>REASON</u>	<u>AMOUNT</u>
S163	Entech Engineering, Inc.	I/I Rehab	\$ 344.48
		2016 Repair/Replacement	\$ <u>155.00</u>
			\$ 499.48

## **ADMINISTRATOR'S REPORT**

D. Zimmerman reported that the Authority's Lead & Copper Plan was filed with DEP and they accepted our submittal. We will be collecting samples in the Lititz system this week, and are working on confirming all potential sites in the Rothsville system.

Due to the significant traffic flow, sidewalks will be installed along Newport Road, from Turkey Hill to the apartment complex. WTMA was not able to apply for a grant as they needed a 70% response rate from homeowners stating their income, however, only 52% was reported to the Authority.

D. Zimmerman reported that Bottom Line Contracting completed the inflow and infiltration work. There was one sewer back-up on Chad Court, and the resident requested the refund of their homeowner's insurance deductible. The resident was notified that the claim was passed on to Bottom Line Contracting.

## **MAINTENANCE REPORT**

1. Bottom Line Contracting has completed the work on the New Haven Drive sewer line, as well as other scheduled repairs.
2. The grading and seeding around the fence at Station 9 has been completed.
3. Staff painted the curb at the entrance to Station 16's driveway.
4. The surge protector at the wellhouse was replaced as it was experiencing communication failure.
5. Weeds around the hydrants were removed by staff.
6. Assisted the Public Works Department of Warwick Township vacuuming a sink hole in Pebble Creek.
7. The lights at Stations 1 and 16 were repaired.
8. The curb stop at 6 Leigh Court was repaired.
9. The chlorine leak detection meter was replaced and all chlorine lines checked. LRM calibrated the chlorine flow meter.
10. The hydrant in Rothsville was flushed due to air flow. The ARV in the line will be replaced.
11. Listrak's water line was installed across Buckwalter Road and the meter pit set. A pressure test was done on the line, which measured at 150PSI for 2 hours and passed testing.
12. The Golden Hawk sewer lines are installed and pressure tested, and the water line is installed and will be tested.

## **SOLICITOR'S REPORT**

J. Hess reported that a lien satisfaction was prepared for 39 Brookview Drive based on conversation with WTMA staff regarding the payoff calculation. The lien was sent to the Prothonotary on July 14, 2016 for filing. Easement documents in regard to the water/sewer easement were sent to the attorney working with the Whitmer project.

J. Hess reported that his office continues to communicate with the Traditions of America settlement agent regarding settlement, documents and recording sequence.

B. Crosswell has completed and filed two liens which were authorized at the June 21, 2016 meeting against the properties located at 11 Church Street and 2058 Main Street involving decedent's estates.

The motion regarding payment of bills was prepared by B. Crosswell.

WTMA received payment in full from Newport Commons for all accounts in the amount of \$74,457.33.

**ENGINEER’S REPORT**

S. Riley reported that he worked closely with WTMA staff to complete the final LCR Sample Site Location Plan that

was submitted to PADEP.

Traditions of America – Phase IV final review of easement agreements was completed with one change being noted.

W. Woods/Whitmer subdivision review letter was sent this week.

**SUBDIVISIONS**

W. Woods/Whitmer – D. Zimmerman reported that this is a five lot subdivision at the intersection of Hillcrest and W. Woods Drive, and he requested approval of the reservation of capacity request for six edu’s. D. Engle made a motion to approve. E. Stone seconded, and it passed unanimously.

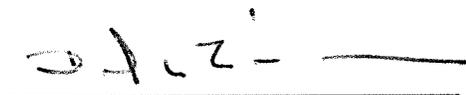
**ISSUES PENDING**

Rothsville Well #2 – S. Riley reported that the certificate of substantial completion was submitted. Well #2 will be run to waste for approximately a week to get some baseline samples for a variety of parameters, including a Bac-T sample to ensure there is no bacteria in the well. Once the Bac-T is found to be negative, DEP will be notified and a request submitted for the operating permit. Surface Water Identification Protocol (SWIP) testing will be done for 6 months.

T. Kauffman reported that a data logger will be used to track, record, and download the necessary SWIP information for DEP which will be sent to them monthly.

Tri-State Grouting is checking their schedule to see when they can begin work inspecting manholes and moving ahead with the I/I rehabilitation project.

As there was no further business to discuss, the meeting was **ADJOURNED** at 7:35 PM on a motion by D. Engle, seconded by E. Stone. Passed unanimously.



(Assistant) Secretary