

DATE: Wednesday, May 22, 2024

The regular monthly meeting of the Womelsdorf-Robeson Joint Authority was held Wednesday, May 22, 2024, at 7:00 p.m. in the Womelsdorf Borough Hall.

Please be advised that to assist the Secretary in the preparation of minutes, the Secretary records the meeting. The recording is deleted after the minutes are prepared and no permanent recording is kept by the Secretary.

The following members were present:

Steve Bright	Ralph Honigmann	Matthew Miller	Rod Lebo
Mark Spotts	Jack Morris	Barbara Orth	

Engineer, Jason Coyle, Solicitor Jestyn Payne and Dennis Miller (Authority Operator) were also in attendance.

The meeting was opened with the Pledge to the Flag of the USA.

Visitors: Scott Sweigart, C2C Design Group came to explain the E High Street project. Owner is Mark Landis. Final plan received approval by the Womelsdorf Borough. There are three different escrows agreements for water, sewer and borough. Mr. Sweigart reviewed the plans with the board. He said there is concern about the easement on Cherry Alley. The whole thing to loop is \$100,000. To bring this cost down, there was communication with Glenn and Dennis about looping system differently and let a stub there for when Leininger develops his property. So, would WRJA do a recaption clause or consider waiving tap in fees for the 16 lots? Mr. Sweigart is working with Scott Doughman, neighboring property owner, regarding easement on his property. Chairman noted the board will discuss and let him know our decision.

Secretary's Report:

The minutes of the meeting held Wednesday, April 24, 2024 were reviewed and approved on a motion by Ralph Honigmann, seconded by Rod Lebo. Motion carried.

Correspondence:

1. The Authorities – Webinars – Tapping fees 5/08/24, Rate making 5/22/24 (email from Dennis)
2. Cultivate Power – letter from solar developer
3. Diversified Technology – customer with question if we offer payment plans and my response that we have very long due dates which should give plenty of time to pay. Or could pay with credit card. Dennis noted that this customer was for sewer, not water.

Treasurer's Report:

1. The Treasurer's Report showing a balance of \$2,304,818.87 was approved on a motion by Jack Morris, seconded by Barbara Orth. Unanimously approved.
2. Bills in the amount of \$22,953.21 were presented for payment, which were ratified or approved on motion by Jack Morris, seconded by Barbara Orth. Motion was unanimous.
3. Budget for new fiscal year ending 5/31/25 was presented. A motion was made by Ralph Honigmann to accept the budget. Seconded by Jack Morris. Motion carried. Ralph also presented a budget with an 8% increase to give a little perspective on a rate increase. Chairman brought up rate increases and asked for board thoughts. Rates have only been raised twice in 32 years, the last being about 14 years ago. With cost increases over the last few years, it is something that will be necessary. We have approximately 3,000 customers. 8% is projection for 2025 budget. We don't gain with that percentage; it would have to be 10% or more and maybe incrementally increased. We should notify customers what we are entertaining. Chairman will get something in place for next meeting. Mark talked about tap in fees and looking at readjusting them.
4. Edward Jones statements are available upon request.

Engineer's Report:

1. Jack Keener – Furnace Village II. Update: Survey verified the 2019 easement will need to be reviewed by HNT. Update: Have a follow up meeting on May 20th with HNT. Playing phone tag so no update yet. We are waiting for them.
2. East High Street Subdivision Update: Received additional escrow funding on 4/23; Received project info from C2C on 5/01. It was helpful to have Mr. Sweigart attend our meeting. Operators recommend no to recapture and no to temporary loop. They suggest the board should advise the developer to run the full loop. No forgiveness on tapping fees, etc. Board agrees and Dennis will advise Mr. Sweigart of the board's decision.
3. 2024 Project Discussion: Tank Painting Project.
 - Public Water Supply Permit Application was submitted. The Permit must be received before the work can be performed, and DEP has 60 to 120 days to review the Application. This should give us time to hear any decisions on the Grant.
 - May 20th Meeting with Tnemec and Kappe update. Steve Bright, Dennis Miller attended along with Brian Stoltzfus, painter/finisher, Kappe Evan was there from Kappe and Wally was there representing Tnemec product group to handle CoStar transactions. Will continue to communicate back and forth. They will come to the June meeting to answer any questions. Jestyn Payne has been fantastic. He is making sure the CoStars contract falls within a CoStars approved contract. Chairman commented that they can bid services which is allowable. We can draw up the contract however we wish. Would like to get a price from them. Does the board want everything on MBA's list? Jason recommends doing all MBA recommends. Mixer can be an add on. Jason will send Stoltzfus a copy of the MBA report with prices blacked out. It is a 6-week project. Steve Bright made a motion to get prices for both Gold Spring tank and Furnace tank from Stoltzfus. Ralph Honigmann seconded. Motion carried. Jason recommends 30-year life paint in our request for pricing and comparing to 10-year paint. The 30-year paint helps eliminate maintenance on pressure washing tanks from every 3 years to farther out. Dennis mentioned that Glenn researched mixers. Would have to run electric for mixers; operators could run conduit.
4. Wawa Project Update: Review tapping fee status and possible HOP renewal. Their engineer/team handled that. They should not have to renew. Dennis said all their services are retired. Dennis is waiting for a meter pit.
5. Risk and Resilience Assessments (RRAs) and Emergency Response Plans (ERPs) renewal. Dennis received notification and renewal is due 2026. Will be looking at this later.

Solicitor's Report:

1. Berks Nature: Met with WRJA subcommittee consisting of Ralph Honigmann, Barbara Orth and Mark Spotts. Sent committee a copy of standard document which Berks Nature uses. Committee needs to think about what parameters we want to recommend. Spoke to Dan Becker of Kozloff Stoudt who is on Berks Natures board. He talked to Larry Lloyd who stated our land is some of the best he's ever seen. Next step is to wait for proposed dollar amount to be paid for each acre from the appraiser. There are 3 separate protected area which are
 - Highest Protection Area
 - Standard Protection Area
 - Minimal Protection AreaMark brought up three points we should consider before moving forward:
 - Receive the appraisal amount.
 - Then negotiate a contract with no restrictions against the Authority with regards to development of new water service or maintenance of current system. Logging can be negotiated in too.
 - How much land do we want to include in the easement?

2. PA Canine Search & Rescue: Prepared draft agreement based on the old agreement we had with the bikers. Access is Well #8 at Furnace Street and Hill Road. Will give them a 1 year term, 1 time per quarter, 1 day each quarter, with prior notice to Dennis Miller. They should post preapprove signs regarding their purpose. Motion to proceed with the agreement by Steve Bright, seconded by Ralph Honigmann. Unanimously approved.

Operator's Report:

1. Meters read and bills out.
2. Fixed problem meters.
3. Hydrants are flushed.
4. WAWA service is in. Old services are retired at main.
5. Update on Well 1 pump. Talked to Gettle at Kohl Brothers. Will schedule appointment soon.
6. Freeman Street started land clearing.
7. Update on logging project. Talked to Joe Brackman. They are doing some seeding. Joe asked Dennis to put signs up stating land is very soggy/muddy. Will put up no trespassing signs. Chairman read an update he received from Joe. Joe will send a completion letter when all is done.

Chairman's Report:

Talked about meeting to look at biker trails. Dennis talked about how it is impossible to see anything now with all the foliage. The areas where logging is done is muddy. It was advised to wait until Fall/Winter to do this tour.

Other Board Member Comments:

Mark Spotts: Hill Road Easement Agreement: Lizzie Lane (originally Michalowski easement). Sold his property. There is an easement agreement with WRJA. We should be proactive and have Solicitor send a letter to new owner making them aware of the easement agreement, with a copy of the agreement and let them know a requirement of the agreement to provide liability insurance for our portion of the easement and also naming the WRJA an addition of the insured on the policy. Should also send similar letter to Wolford, another property owner asking for certificate of insurance. Motion to write these letters made by Mark Spotts, seconded by Matt Miller. Motion carried.

Old Business:

Stoltzfus property: It's difficult to see now with foliage but it seems nothing is moved, especially structure. Will discuss at June meeting.

Motion to Adjourn at 8:27 p.m. by Steve Bright, seconded by Barbara Orth. Motion carried.

Next meeting: Wednesday, June 26, 2024 at 7PM at the Womelsdorf Borough Hall.

Respectfully submitted,

Barbara Orth

Barbara Orth
Secretary

Womelsdorf - Robesonia Joint Authority

A WATER AUTHORITY — SUPPLYING WOMELSDORF, ROBESONIA AND SHERIDAN, PA.

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Treasurer's Report APRIL 2024

Balance MARCH 31 \$232,573.12

Customer Collections	\$	75,656.25
Cert. Fees	\$	330.00
Tapping fee	\$	
Shutoffs	\$	700.00
Meter data income	\$	
Other Receipts	\$	2,672.74

Total Income +\$79,358.99
\$311,932.11

Disburements for APRIL \$34,335.02

Total Disburements -\$34,335.02
\$277,597.09

Treasury Notes

Expires 02.15.27	2.250%	\$100,000.00	
Expires 08.15.28	2.875%	\$140,000.00	
Expires 05.15.29	2.375%	<u>\$105,000.00</u>	
		\$345,000.00	<u>+\$345,000.00</u>

PLGIT \$ 717,233.97

Interest 5.42% +\$3,183.83 +\$720,417.80
\$1,343,014.89

Edward Jones account value of March 29- April 26, 2024

Amount in cash \$13.79 +\$61,803.98

\$2,304,818.87