

DATE: Tuesday, November 21, 2023

The regular monthly meeting of the Womelsdorf-Robeson Joint Authority was held Tuesday, November 21, 2023 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

Engineers, Darryl Jenkins and Jason Coyle, Solicitor Jestyn Payne, Glenn Eberly, Dennis Miller and Dustin Miller (Authority Operators) were also in attendance.

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

**Visitors:** None

### **Secretary's Report:**

The minutes of the meeting held Wednesday, October 25, 2023 were reviewed and approved on a motion by Jack Morris, seconded by Mark Spotts. Motion carried.

Correspondence: The Authorities - 2024 Call for Presentations, Arc User magazine (gave to Dennis)

### **Treasurer's Report:**

1. The Treasurer's Report showing a balance of \$2,042,124.89 was approved on a motion by Ralph Honigmann, seconded by Barbara Orth. Unanimously approved.
2. Bills in the amount of \$124,153.48 were presented for payment, which were ratified or approved on motion by Ralph Honigmann, seconded by Barbara Orth. These payments included A H Moyer payment #4 in the amount of \$74,848.13. Motion was unanimous.
3. Edward Jones statements are available upon request.
4. Wagner Hardwoods - received deposit.
5. Talked to auditor. Will start working on audit after Thanksgiving.

### **Engineer's Report:**

1. Execute Certificate of Substantial Completion from A.H. Moyer for 2023 Water Main Project: Acknowledges work is complete. No punch list items. Also, to review and take action on Final Payment Application No. 5 in the amount of \$23, 172.50. Approved on a motion by Barbara Orth, seconded by Jack Morris. Unanimously approved. SSM will prepare a record drawing and give to operations staff. That can be pulled into GIS system.
2. Drought Contingency Plan by PA DEP Submission of LSA Grant Applications was approved by DEP. Received final approval letter. Good for 3 years and then it will need to be updated.
3. Darryl announced he is leaving SSM Group and moving to Chester Water Authority in Delaware County. He noted it's been a pleasure working with WRJA. We wish Darryl best of luck. Jason Coyle will take over for Darryl. Tristen Almendinger and Sydney Jernigan are project engineers who will continue to work on WRJA projects. Primary contact is Jason but copy Tristen and Sydney on correspondence. Darryl will send the board a contact list for them.
4. Backflow letters: 10 letters will be going out. Then will work on an additional 20 letters.
5. Robesonia-Wernersville Sewer Authority: Dave Hannigan is requesting to work with our GIS system. Chairman asked if he could proceed with talking with him in the next few months. Mark reminded the board that Dave Bright is on their board and can help with this project.
6. Lead service inventory: This is a GIS application. Will schedule something in December at SSM.

## **Solicitor's Report:**

1. Lower Heidelberg Township Transaction: This came to a crashing end. We have a subcommittee, Mark, Steve, Ralph, Darryl and Jes. Worked hard to work with LHT. Developer now went away and became a LHT project. Attorney Mahlon Boyer revised Solicitor Payne's agreement. Reviewed with subcommittee. Later had a phone conversation with Attorney Boyer. Jes said they had a pleasant conversation. He told him what the subcommittee discussed, and we did not want to be part of a larger water system. Later received an email from Attorney Boyer who said they need a signed agreement by a certain date. Solicitor Payne told him that was not possible since the Board would have to meet in a public meeting to consider the revised agreement. So, LHT pulled out of the agreement with WRJA. We met all deadlines, and a lot of time was spent by Solicitor Payne, Engineer Jenkins and the WRJA subcommittee and board. Solicitor said there were some negative comments by LHT about WRJA. Steve and Mark noted LHT was originally going to run a line from school to Big Spring Rd, then under 422 and hook up coming back on Old Penn Ave. Final offer from them was just down Penn Ave but WRJA wanted the loop. Whatever costs we have were billed.
2. 2023/2024 Timber Project: Moving along. Need a few documents.
3. 2024 Insurance Renewal: Coming up. Expires January 31, 2024. Treasurer and Marcie Kunkelman are working with Courtney at Zigmund.
4. Recent Commonwealth Court decision (Coleman v Parkland School District) re: amending meeting agendas: Limits ability of boards to amend its agenda during a meeting. There are 3 categories to meet in order to amend the agenda: 1. Emergency issues 2. De Minimus business not involving fund expenditures 3. De Minimus business raised by a resident or taxpayer not involving expenditures of money. If you do not fall within 1 of these 3 categories, the Board cannot take formal action and the issue must go to next meeting. If you have something you want to discuss and vote on you must get it on the agenda. You must respond to Secretary when she sends out the email. Please contact Solicitor Payne for any questions.
5. Review and adoption of Resolutions for Local Share Account Grant Applications for repair and repainting of the Furnace Creek and Gold Springs Water Storage Tanks: Engineer sent forms to Solicitor. They are boilerplate forms authorizing Steve Bright or Ralph Honigmann to sign grant documents on behalf of the authority. Barbara Orth attested. Motion to adopt resolutions made by Rod Lebo, seconded by Matthew Miller. Motion carried. Already started the DEP application. When painting tanks want to paint either Spring or Fall.

## **Operator's Report:**

1. Meters are read bills are out
2. Fixed problem meters
3. Update on Well #1: Talked to Kohl Brothers. Trying to get parts.
4. Replaced service at 135 Landis Ave
5. Finished flushing hydrants.
6. Certification status on Dennis Miller: everything was sent in. Should hear in December. Dustin took his test last week and should hear results around Christmas.

## **Chairman's Report:**

None

### **Other Board Member Comments:**

**Steve Bright/Rod Lebo:** MOU from Tracy Rice. Received. Gave to Solicitor. Waiting to hear what borough is doing.

**Mark Spotts:** Equine Access. Up near barn on Sheridan and Bethany Roads. Recently sold. New owners don't want horses on their property. People that own horses nearby want access to our land near the barn. That area is a no access area on WRJA property. We will not allow exception to them.

**Steve Bright:** Approximately 6 months ago, Steve, Mark and Ralph had discussion in Darryl's office regarding water rates. Steve asking for perhaps 2 - 3 year spreadsheet with breakdown of what customers pay. Glenn stated he can get anything needed. Dennis will get from Diversified. Also, Mark will check with Liz Miller at Robesonia Borough. They use Diversified too. Darryl thought they did an analysis.

Went into Executive Session at 7:46 PM to discuss personnel.

Came out of Executive Session at 8:10 PM.

**Ralph Honigmann:** Questioned if it would be possible for his family to live in the house at 318 S Sheridan Road? Solicitor will look into this.

Motion to Adjourn at 8:20 PM by Barbara Orth, seconded by Jack Morris. Motion carried.

Next meeting: Wednesday, December 27, 2023 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 OCTOBER 2023

<b>Balance SEPT 30</b>	<b>\$19,039.71</b>		
Customer Collections		\$84,710.82	
Cert. Fees		\$ 370.00	
Other income:		\$ 21.29	
Shut Offs		\$ 600.00	
<b>Total Income</b>			<b><u>+85,702.11</u></b>
			<b>\$104,741.82</b>
<b>Disbursements for OCTOBER</b>			
<b>Total Disbursements</b>		\$70,630.90	
			<b><u>-\$70,630.90</u></b>
			<b>\$34,110.92</b>
<b>Treasury Notes</b>			
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	
			<b><u>+\$345,000.00</u></b>
PLGIT		\$ 744,403.68	
Interest	5.51%	+\$3,484.12	
			<b><u>+\$747,887.80</u></b>
			<b>\$1,126,998.72</b>
<b>Edward Jones account value; Sept 30-Oct27, 2023</b>			<b><u>+\$915,126.17</u></b>
<b>Amount in cash \$ 1,131.30</b>			<b>\$2,042,124.89</b>