

DATE: Wednesday, May 25, 2022

The regular monthly meeting of the Womelsdorf-Robeson Joint Authority was held Wednesday, May 25, 2022, 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:

Randy Gartner	Ralph Honigmann	Steve Bright	Rod Lebo
Mark Spotts	Jack Morris	Barbara Orth	

Engineer David Bright, Solicitor Jestyn Payne, 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: Big Spring Farm developer, Doug Pugh and Lower Heidelberg Township Manager, Pamela Stevens. Doug and Pamela attended to request water from WRJA. Is the Authority willing to extend water to their site on the corner of Big Spring Road and Route 422 (4 acres)? Two options: from 422 at the middle school or under 422 from Old Penn Avenue. Developer would pay for one or the other. They anticipate water usage at approximately 3100 gallons per day if developed as a 24-hour convenience store. Possibly a Rutters or Royal Farms. Also talked about a pharmacy, car wash or self-storage which would change usage. They are waiting to hear from the county regarding funding and should have an answer by June. Lower Heidelberg did receive ARP money. Lower Heidelberg is committed to this project. Would also be developing the other end of the property at a later date. Chairman Gartner noted that we strive to do loops to keep within DEP requirements. This avoids dead ends and more stringent testing. He suggested either getting County money or talk to business and homeowners in the area to join in to run a loop on Old Penn Avenue across Penn Avenue to reduce costs to developer. Ideally, WRJA would want to complete a loop, not extend a dead end. Developer talked about extending from middle school down to property. This would be part of the overall future loop. Pamela will talk with Sean McKee, South Heidelberg Manager regarding if Reading Alloys and perhaps other businesses or homeowners, might be interested in contributing. WRJA board will discuss ideas. Visitors left at 7:20 PM.

Secretary's Report:

The minutes of the meeting held Wednesday, April 27 were reviewed and approved on a motion by Jack Morris, seconded by Ralph Honigmann. Motion carried.

Correspondence: The Authorities - June 13,14 conference for women, email from Diversified regarding move in, move out process survey. Mark Spotts will check it out.

Treasurer's Report:

1. The Treasurer's Report showing a balance of \$2,147,656.72 was approved on a motion by Steve Bright, seconded by Jack Morris. Unanimously approved.
2. Bills in the amount of \$57,894.73 were presented for payment, which were ratified or approved on motion by Steve Bright, seconded by Jack Morris. Motion was unanimous.
3. No correspondence.
4. Treasurer distributed the Operation and Debt Service Budget for fiscal year ending May 31, 2023.
5. Edward Jones statements available from Treasurer upon request.
6. QuickBooks update transfer process will be done on Friday, May 27.

Engineer's Report:

1. 2021 Water System Improvement Project, including action on: Agreement with Borough of Womelsdorf. We are completing our involvement.
2. Furnace Hill subdivision (Robesonia) Continue to await revised plans.
3. Wawa land development (Robesonia): Received revised drawings. Reviewed and presented plan review letter. We have provided meter pit requirements. Question of credit regarding tapping fee. There were existing users and need to investigate what is there and has been there. Will continue to investigate and work it up for review.
4. Zimmerman-Martin project (Womelsdorf): Provided plan review letter They will have apartments with master meter. Had correspondence with developer regarding flow for fire suppression. Engineer thought what they were proposing was beyond what they needed. Will continue to correspond with them.
5. 2021 CCR – Is posted at website. Will contact Diversified to [print on next bill. Will provide operators with info to submit to DEP.
6. Reading Bakery Systems: Received drawings for proposed new building behind existing building. Will reuse existing meter. Will have to pay supplemental tapping fee of \$4500 which will be due when they get building permit.
7. Capital improvements plan: Met with operators and identified specific improvements. Will put together cost opinions for those improvements. Next will review schedule/priorities to present to board.
8. Backflow prevention program: On hold for now.
9. Big Spring Farm Commercial water main extension – Talked to developer at previous meeting. Advised him to present something in writing. Never received. Dennis mentioned that he and Bruce met with developer last year. Bruce recommended running down the side of 422 at swale. He asked developer then for numbers but never received. Board talked about developers' proposal and about a future loop. After much discussion, thought we could advise them if they pay to bring it down to the site and in addition 25% to cross 422. What will it cost to run across? Steve Bright noted whatever it costs now, will cost more in the future. Engineer will work up some numbers.

Solicitor's Report:

1. Penn Hill Park Repaving Agreement: Chairman signed agreement. Had resolution at last months meeting. Waiting for bill from borough.
2. Boundary Issue at Rice/Groff Properties: Survey done.
3. Discussion of Adverse Possession: Does not run against a municipal authority (cannot lose property but a borough or township can). Discussed the Groff property who has fencing on Authority land. Chairman will compose a letter to them to take down fencing. Give them a year to make corrections. The Rice's are ok with the results of the survey. The trails are all on Authority property.

4. Uniform Contract with National Uniform Rentals: It is a 5-year contract expiring November 25, 2025. They are not performing up to the standard of the contract. Uniforms come back dirtier, torn clothing not repaired. Received used clothing instead of new. Deliveries are not consistent. Solicitor will write them a letter.
5. Metering Cost Assessment: Will discuss later
6. Budget: On a motion by Ralph Honigmann, seconded by Rod Lebo, budget for year ending May 31, 2023 was approved. Unanimously approved.

Operator's Report:

1. Meters are read and bills are out.
2. Got a couple meters in. Waiting for more.
3. West Maple project is done. Finished with black top and leveling.
4. Womelsdorf project: Looking at small project. Pipe will not be available until next year. If we want to order 4" will get prices.
5. Correlator: Received. Will get training next week.
6. Tractor: Still waiting.

Chairman's Report:

Security: Something to think about for our operator's security. If operator's feel a situation warrants, best to call police.

Other Board Member Comments:

Mark Spotts:

Land encroachments:

Heidelberg Township - Received a complaint from a crossbow hunter. Looked at a property in Heidelberg Township of approximately 7 acres of land. It appears to have cattle fence, access road and a barn. Could have been there for decades. Gave to Engineer to check out.

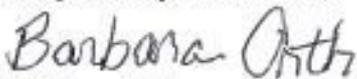
Millcreek Township: South Mountain Road - In back of property is cut out into woods. Trees are missing. Mark will talk to them.

Ralph Honigmann asked to go into executive session at 8:14 PM to discuss personal issue. Came out of executive session at 8:18 PM.

Motion to Adjourn at 8:18 PM by Jack Morris, seconded by Barbara Orth. Motion carried.

Next meeting: Wednesday, June 22, 2022 at 7PM at the Womelsdorf Borough Hall.

Respectfully submitted,



Barbara Orth
Secretary

Womelsdorf - Robesonia Joint Authority

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

P.O. Box 94 Womelsdorf, PA 19567 • Phone: 610-589-2740 • Fax: 610-589-1340

Treasurer's Report APRIL 2022

Balance March 31			\$385,552.96
Customer Collections		\$56,870.89	
Cert. Fees		\$ 280.00	
Reconnection Fee		\$ 200.00	
Logging & other Receipts		\$ 145,680.00	
Total Income			<u>+\$203,030.89</u>
			\$588,583.85
Disbursements for April		\$70,575.49	
Total Disbursements			<u>-\$70,575.49</u>
			\$518,008.36
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>
			\$863,008.36
PLGIT		\$ 364,683.30	
Interest	0.45%	+\$135.70	
			<u>+\$364,819.00</u>
			\$1,227,827.36
Edward Jones account value of April. 29, 2022		\$919,829.36	
			<u>+\$919,829.36</u>
			\$2,147,656.72

WOMELSDORF-ROBESONIA JOINT AUTHORITY

OPERATION AND DEBT SERVICE BUDGET FOR FISCAL YEAR ENDING MAY 31 2023

REVENUE

WATER COLLECTIONS		\$679,292.00
INTREST INCOME		\$ 24,103.00
OTHER INCOME		<u>\$ 9,860.00</u>
		\$713,255.00

PURIFICATION SYSTEM

PURIFICATION, WATER	\$31,773.00
PUMP SERVICES, EXPENSE	\$27,390.00
LEASE	<u>\$1,000.00</u>
	\$60,163.00

DISTRIBUTION SYSTEM

WAGE'S	\$41,633.00
SUPPLIES	\$128,189.00
SERVICES	<u>\$29,581.00</u>
	\$199,403.00

GENERAL EXPENSE

PAYROLL TAXES	\$13,412.00
MAINTENANCE, EQP/PRP	\$52,590.00
SUPPLIES	\$20,771.00
INSURANCE	\$32,868.00
AUTO	\$7,669.00
BANK VISIT, SHUTOFF, DELINQ.	\$6,024.00
METER READING	\$5,258.00
VACATION, HOLIDAY, FUNERAL	\$18,624.00
MISC.	<u>\$547.00</u>
	\$157,763.00

ADMINISTRATION

OFFICE WAGE'S	\$27,651.00
ADVERTISING	\$656.00
OFFICE SUPPLIES	\$2,957.00
DUES	\$2,902.00
UNIFORMS	\$2,191.00
RENTALS	\$1,313.00
LEGAL	\$27,651.00
ENGINEER	\$60,259.00
ACCOUNTANT	\$6,300.00
COMPUTER SERVICES	\$27,390.00
PHONE	\$5,477.00
DEBT	\$0.00
MISC.	<u>\$28,694.00</u>
	\$193,441.00

TOTAL INCOME: \$713,255.00

TOTAL EXPENSE: \$610,772.00