

DATE: Wednesday, July 26, 2023

The regular monthly meeting of the Womelsdorf-Robeson Joint Authority was held Wednesday, July 26, 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	

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

Engineer Darryl Jenkins was absent.

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, June 28, 2023 were reviewed and approved on a motion by Jack Morris, seconded by Ralph Honigmann. Motion carried.

Correspondence: The Authorities - Notification of Voter Delegate

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

1. The Treasurer's Report showing a balance of \$2,280,236.52 was approved on a motion by Rod Lebo, seconded by Matt Miller. Unanimously approved.
2. Bills in the amount of \$144,699.29 were presented for payment, which were ratified or approved on motion by Jack Morris, seconded by Mark Spotts. Motion was unanimous.
3. Edward Jones statements are available upon request.
4. First payment to be made to AH Moyer for the water main project in the amount of \$124,509.15.
5. Engagement Letter for the upcoming audit was approved to accept terms and sign by Treasurer was approved on a motion by Ralph Honigmann, seconded by Barbara Orth. Unanimously approved.

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

1. Gold Spring and Furnace Creek Tanks – Status update: Meeting at SSM with Steve Bright, Mark Spotts and Ralph Honigmann met on July 14<sup>th</sup> to review cash flow projections based on different scenarios and financing projects. Chairman reported it was a good meeting and Darryl prepared a spreadsheet. Kicked around some ideas and will meet again in a month or two. Mark and Ralph agreed that even if we take out a loan (approx. \$2 1/4 million) there would be an additional cost of \$20,000 per month. That interest alone would force us to raise rates. Mark reported that Robeson/Wernersville Sewage Treatment Plant meeting tomorrow with PA Infrastructure Investment Trust to discuss a large loan. They are able to provide loans to municipal authorities at 1.9%. Will find out if WRJA is eligible under their general guidelines. It will cost money to set up. It involves a specialized attorney to set up. Barb inquired if anyone checked with Dustin on the grants that were available. Chairman asked Dustin to send them to him. Chairman stated there are a lot of things we can do in addition to raising rates. Solicitor advises to get contracts out to potential bidders early to get into the que.
2. 2023 Water Main Replacement Project:
  - a. Review and take action on Payment Application No. 1 - \$124,509.15. Motion to make first payment to AH Moyer was made by Jack Morris, seconded by Ralph Honigmann. Motion carried.

- b. Review and take action on Change Order No. 1 - \$22,300.00 addition to contract with AH Moyer. Motion to approve was made by Barb Orth, seconded by Mark Spotts. Unanimously approved. Dennis Miller reported this price is reasonable. Should finish base tomorrow and start top coat 1-1/2" wear layer. Finish up by Friday. There were 3 soft spots that were taken care of.
3. Land Development Project Updates:
  - a. East High Street Subdivision, Womelsdorf: Nothing new to report
  - b. Maple Avenue Apartments, Robesonia: Review letter was issued last month. Nothing new to report.
  - c. Wawa: Working on abbreviated improvements agreement.
  - d. Big Spring Farms: Nothing new to report however, Dennis Miller stated they received a phone call from Reading Alloys who is asking to hook up to WRJA water for the offices. If the extension goes through with Big Spring they could hook in. If not, we should give them a price. Should it be run to the end of their property and extend dead-end or run a loop? Mark thought just extend the dead-end. He thought the Big Spring project is dead. Solicitor will check with Chip Bilger regarding what Lower Heidelberg Township owes WRJA. Dennis and Dustin will get prices together – 1 price for us to do and 1 price if AH Moyer does it. He will do the pricing based on extending the dead-end. Dennis will also talk to L&B Dodge to see if they would be interested in hooking up too.
4. Backflow Prevention Program: Working on info to post on website for customers affected by program. First batch of letters will be going out in August.
5. Non-Revenue Water Status: Following 2<sup>nd</sup> Quarter billing unaccounted for water stands at 13%. System was flushed in April which caused a slight increase.

### **Solicitor's Report:**

1. 457(b) Plan: The Board must decide if it is willing to engage Newport (and Ascensus Company) as the Authority's 457(b) Plan third party administrator. Received documents from Brad Small. Brad is recommending using Newport as the third party administrator and Solicitor agrees. Motion to proceed was made by Mark Spotts, seconded by Ralph Honigmann. Motion carried. Solicitor will contact Brad to move forward.
2. Correspondence from Joe Brackman re: upcoming timber projects: Joe contacted Chairman and sent out a packet. Will send additional information before next meeting. He will attend our September meeting. Steve noted that in the packet it shows in the last 30 years we've made \$1.76 million in timbering revenue. Steve or Dennis will contact him to proceed.

### **Operator's Report:**

1. Meters read; bills are out.
2. Repair problem meters.
3. South Elm Street and East Ruth Street main & services are in.
4. Computer maintenance plan: Had some computer problems which Smrtguys fixed. Offered a 1 year service contract for \$235. This includes updates, cleaning and anti-virus. Also, to clean camera's, antenna system, etc a service plan would be \$545/year. Motion by Steve Bright, seconded by Barb Orth to go ahead and set up these plans. Motion carried.
5. Dennis reported about the analyzers and need to replace the chlorine lines. We will table this until next month. Dennis will have more recommendations and prices by then.

**Chairman's Report:** None

**Other Board Member Comments:**

**Barbara Orth....**

Friends of the Robesonia Furnace: Memorandum of Understanding: Borough Council board member and Friends of the Robesonia Furnace board member, Tracey Rice drafted a Memorandum of Understanding. Chairman noted that WRJA did not purchase the property in question for preservation purposes but rather for water shed. He is also concerned about liability when accessing our land along with other people's land. Solicitor would like to read and then speak with Robesonia Solicitor Andy George. Mark Spotts said the Robesonia Borough has not addressed this yet. He advises to read and wait to see what the borough does at their meeting the first Monday of August.

Motion to Adjourn at 7:44 p.m. by Jack Morris, seconded by Barbara Orth. Motion carried.

***Next meeting: Wednesday, August 23, 2023 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.

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## Treasurer's Report JUNE 2023

<b>Balance MAY 31</b>	<b>\$220,833.20</b>		
Customer Collections		\$29,282.54	
Cert. Fees		\$ 300.00	
Shut Offs Sewer		\$ 100.00	
<b>Total Income</b>			<b><u>+\$29,682.54</u></b>
			<b>\$250,515.74</b>
<b>Disburements for JUNE</b>		\$32,818.90	
<b>Total Disburements</b>			<b><u>-\$32,818.90</u></b>
			<b>\$217,696.84</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>
			<b>\$562,696.84</b>
PLGIT		\$ 780,388.21	
Interest	5.12%	+\$3,341.35	
			<b><u>+\$783,729.56</u></b>
			<b>\$1,346,426.40</b>
<b>Edward Jones account value; MAY 27-JUNE 30, 2023</b>			<b><u>+\$933,810.12</u></b>
<b>Amount in cash \$ 18,409.62</b>			<b>\$2,280,236.52</b>