

DATE: Wednesday, December 27, 2023

The regular monthly meeting of the Womelsdorf-Robeson Joint Authority was held Wednesday, December 27, 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	Barbara Orth

Jack Morris was absent.

Engineer, Jason Coyle was absent. Dan Standish of SSM Group attended in his place. 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 Tuesday, November 21, 2023 were reviewed and approved on a motion by Ralph Honigmann, seconded by Rod Lebo. Motion carried.

Correspondence: Reading Eagle article regarding water utilities hacking, Womelsdorf Community Library letter for donations, Penn E&R/PPL Application for temporary drive access, The Authorities 2024 Roster Sheet*, Letter from Tracy Rice regarding new federal rule for removing lead pipes, Statement of Financial Interests/Ethics forms*, The Authorities December magazine*.

*Distributed to board at December meeting.

Treasurer's Report:

The Treasurer's Report showing a balance of \$2,063,193.87 was approved on a motion by Barbara Orth, seconded by Rod Lebo. Unanimously approved.

Bills in the amount of \$85,003.06 were presented for payment, which were ratified or approved on motion by Barbara Orth, seconded by Rod Lebo. Motion was unanimous.

Edward Jones statements are available upon request.

The A H Moyer final payment #5 was made.

Special thanks to Mark Spotts for working on the meter recovery fee. Barb to check if Millcreek paid. (They did) Otherwise, all paid.

Engineer's Report:

1. Robeson-Wernersville Sewer Authority has decided to move forward with adding the Sewer System to GIS and will contact us to propose options to work with our GIS system. Recommend making a once/year payment of approximately \$500 to SSM Group to maintain the GIS system. Motion to help Sewer Authority and for SSM to maintain the GIS system was made by Steve Bright, seconded by Ralph Honigmann. Motion carried. Dennis reported that the Sewer Authority will hold their own license. It won't cost WRJA anything to assist Sewer Authority.

2. Lead Service Inventory: Meeting at SSM on December 21st with WRJA staffing update. Can do this through the GIS system. Only 10% of home service side may have issues. Glenn Eberly is working with Jason Coyle to research.
3. WRJA did NOT apply for the 2022 PA Small Water and Sewer or PA H2O Grants that were awarded this week. The Authority did, however, apply for the 2023 LSA Grants, which have not yet been awarded. This was the Resolution that was approved last month assigning Steve or Ralph to sign grant documents on behalf of the Authority. Will be the Fall of 2024 before we hear who will be awarded grant money.
4. Wawa-Robesonía Meter Pit Review for Brian Yoder PM, Hershey Excavating update. At a standstill due to weather. Information was given to Glenn Eberly and operators. Under review.
5. Engineer had phone meeting with Barb due to past due invoicing update. Issues resolved. Check from WRJA was mailed to SSM.
6. Meeting with WRJA staffing to fix GIS login issue update. Resolved.
7. Back flow prevention program update. 10 letters were sent. Waiting for communications from those customers. Next batch can be prepared and sent out.
8. East High Street Subdivision update. Dennis Miller reported that C2C met with them at the shop. Water line is being placed where asked. The subdivision requested that WRJA waive the fee. The board agreed, we will not waive the fee.

Solicitor's Report:

1. Jack Keener – Furnace Village Phase II: Solicitor has plans for Phase II. 10 additional units in Phase II. 8 are in the Borough of Robesonía, 2 are in Heidelberg Twp. What do we have to amend in dealing with Phase II? If existing line doesn't change, we won't have to enlarge easement area. Engineer should advise. Any changes will be at the developers cost. Motion by Ralph Honigmann to make any amendments the Engineer advises. Seconded by Barbara Orth. Motion carried. Rod Lebo abstained.
2. Raymond Michalowski, Jr filed a Zoning Hearing Application. Will likely not affect WRJA. Mark Spotts has no comment but wants to attend the hearing on January 11, 2024 out of curiosity.
3. MOU Friends of the Robesonía Furnace Agreement: Solicitor stated that Robesonía Borough has declined to participate. Barbara Orth asked Mark Spotts and Matt Miller why the borough declined. Mark stated the borough did not want to commit to anything and this does not serve the borough. You can't give somebody a blanket ok to apply for grants and say we support it and not know what they're applying for. The borough stated if a grant wants to be applied for, let the borough know and if they like and support will give letter of support. Steve Bright said the WRJA agrees and may support on a case-by-case basis.
4. Potential rental of house on Authority Property: This is a tight standard. Would have to subdivide so not to lose the tax exemption on the balance of the property which would be expensive.
5. 2024 Insurance Renewal: Expires 1/31/24. Ralph and Marcie are working with Courtney at Zigmund.
6. 2023/2024 Timber Project: Waiting for insurance certificate from Wagner Hardwoods. They must pay balance of purchase price at least 5 days prior to work and must deliver cash security or performance bond. Unsure when project will begin.

7. Compensation for officers/board members for 2024: Solicitor distributed 2023 rates. Will go into executive session to discuss.
8. Meeting dates for 2024: Christmas falls on a meeting date. Board agreed to meet the week prior, December 18. November's meeting would be scheduled for Tuesday, November 26. I will check with Charmaine at Womelsdorf Borough to confirm availability of meeting space. Upon ok, motion made by Barbara Orth, seconded by Rod Lebo to advertise the meeting dates. Motion carried.
9. PPL right of way: Glenn gave letter to Solicitor to review. A motion was made by Mark Spotts, seconded by Ralph Honigmann to give Glenn Eberly and operators authority to contact them to get clarification and see if they would be able to use their own right of way or if they must use our property. Unanimously approved.

Operator's Report:

1. Meters will be read next week.
2. Weiler serviced furnace in house and shop.
3. Smartguys serviced computers and cameras.
4. Sent out backflow first round.
5. Well #1 update: Kohl Brothers still waiting for parts. As soon as received will move forward.

Chairman's Report:

None

Other Board Member Comments:

Went into executive session at 7:31 PM to discuss personnel issues and real estate.

Came out of executive session at 8:15 PM. On a motion by Ralph Honigmann, Dennis Miller's rate will increase to \$32.50/hour. Dustin Miller will increase to \$29.90/hour. Rod Lebo seconded. Board unanimously agreed. Will defer board compensation until the January meeting. Chairman will meet with staff individually.

Roster sheet given to Ralph Honigmann to complete financial information.

Motion to Adjourn at 8:18 p.m. by Ralph Honigmann, seconded by Barbara Orth. Motion carried.

Next meeting: Wednesday, January 24, 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 NOVEMBER 2023

CORRECTION

Balance OCT 31	\$34,110.92		
Customer Collections		\$61,499.36	62,699.24
Cert. Fees		\$ 240.00	280.00
Other income:		\$ 1,672.42	
METER RECOVERY FEE		\$ 1,994.00	2,001.00
LOGGING		\$ 58,156.02	
Transfer from PLGIT		\$ 47,000.00	
Total Income			<u>+171,808.68</u>
			\$204,919.60
Disbursements for NOVEMBER		\$128,888.21	
Total Disbursements			<u>-\$128,888.21</u>
			\$77,031.39
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>
			\$422,031.39
PLGIT		\$ 747,887.80	
Transfer to checking	\$47,000.00		
Interest	5.54%	+\$3,343.73	
			<u>+\$704,231.53</u>
			\$1,126,262.92
Edward Jones account value; Oct27- Nov 24, 2023			<u>+\$936,930.95</u>
Amount in cash \$ 613.68			\$2,063,193.87