

DATE: Wednesday, September 28, 2022

The regular monthly meeting of the Womelsdorf-Robeson Joint Authority was held Wednesday, September 28, 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, Chief Engineer Darryl Jenkins, 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:** Pamela Stevens, Lower Heidelberg Township Manager attended to get clarification on the Big Spring Farm water main project. She congratulated Dave Bright on his retirement! Pam had spoken to Solicitor Payne and their Solicitor, Andy Bellwoar. She stated logistics are needed for the county. The agreement for this project will be between Lower Heidelberg and Berks County. How will WRJA get their money (25%)? Will the money be given up front or reimbursed after the project is completed? Will get assurance that WRJA is protected. What obligation does WRJA have? WRJA will have an agreement with Lower Heidelberg Twp only. Mark Spotts stated concerns on the agreement Lower Heidelberg made with the county. Original grant was submitted as 3 phases. So, are you accepting money for 3 phases but now only doing 2 phases? Chairman Gartner spoke to Solicitor Payne about this. Solicitor will talk to the county solicitor. He will be sure the county is understanding the opinion that the interconnection is not wanted. Pam stated the agreement with Lower Heidelberg Twp will state that there will be no interconnection. Pam and WRJA would like this in writing from the county. Pam noted bullet points that will be addressed for WRJA:

1. Assurances that no obligation with county
2. How does ARP money get to WRJA? Before project starts or reimbursed after project?
3. How is it spent? What limitations including design, permitting, construction?
4. Close door on Phase III - Period! In writing from the county and on the agreement.
5. If costs differ and are lower not higher, does county money reduce?
6. Do we do it as an overall for design, permitting, construction taking advantage of construction not at prevailing wage (which is huge)?

The County Solicitor is Christine Sadler.

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

The minutes of the meeting held Wednesday, August 24, 2022 were reviewed and approved on a motion by Steve Bright, seconded by Jack Morris. Motion carried.

Correspondence: Drought watch declaration from PA DEP, PMAA Fall meeting, Certificate of insurance from Diversified Technology.

Drought Watch plan - Marcie found a plan from 1999. Engineer Jenkins said this is probably outdated. He will investigate.

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

The Treasurer's Report showing a balance of \$2,194,445.78 was approved on a motion by Jack Morris, seconded by Rod Lebo. Unanimously approved.

Bills in the amount of \$108,651.06 were presented for payment, which were ratified or approved on motion by Jack Morris, seconded by Rod Lebo. Motion was unanimous.

1. Edward Jones statements are available upon request.
2. Minimum Municipal Obligation worksheet for the WRJA Pension Plan was completed and presented to the board. Treasurer will submit.
3. Audit – auditor emailed to say they will be working on it starting week of October 17.
4. Capital improvement: Talked to Steve Goodhue with some investments. Treasurer asked him to hold off reinvesting long-term commitments because of repairs on water tank (at least one).

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

1. Furnace Hill subdivision (Robesonia): They do have conditional final approval from Robesonia Borough. Waiting on DEP for approval on certain permit. Has not been authorized by developer to put together cost opinions for improvement so not finalized escrow agreement. No rush to get easement agreement.
2. Wawa land development (Robesonia): Nothing new.
3. Zimmerman-Martin project (Womelsdorf): Nothing new.
4. Capital improvements plan:
  - a. Storage tank repairs. Chairman asked about price from Southern Corrosion. What if we pay more up front – what kind of deal would we get? Is there some kind of security or bond? Engineer will ask someone to attend our next meeting. Is there a company who would just paint the tank?
  - b. Recommendation to the distribution system for 2023: Replace 6" transite pipe along Old West Penn Ave and replace transit pipe in East Ruth and South Elm Street. The sooner we can get out for bids, the better prices, etc.
5. Backflow prevention program: Board received copies for program including draft letters for customers. This is state recommended but a requirement per WRJA Rules & Regulations. Board should review the letter again. It was agreed that there should be a 1 year deadline for first inspection.

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

1. Big Spring Farm water main extension and related issues: Would we go through same steps as other projects and approve plans, etc throughout? Per Engineers, yes. More discussion about loop project. Mark Spotts talked to Glenn. He stated that as long as the developer/contractor does the extension of the pipe from the school to Big Spring Road then WRJA can do the loop fairly easy.
2. Uniform Contract with National: We're still paying them. They are not doing what they are contracted to do. Operators were sent a packet from National Uniform Rentals. Operators will forward to Marcie. Expiration of contract is November 25, 2025. Marcie has task to be sure this is not renewed. Is there an option to buy out?
3. 2022 Timber Project – Tract #850: Completed.
4. Metering Cost Analysis/Sharing: Mark prepared a draft letter and sent to Jestyn. Mark has been in contact with Diversified (Ian). There should not be an issue for us to recover fees or for the sewer authorities to pay us the recovery fees through Diversified. Mark asked Diversified's sales department, Tom Tobin if there are any fees for us to do this? They didn't think so. They will be having a meeting on Friday to discuss. In a year's time we will recover 20% of our costs for meter readings. There are three options to get payment to us and are listed in the letter.
5. March 1987 Dave Bright came on as Engineer to WRJA. He has been very helpful and will be missed!

## **Operator's Report:**

1. Meters are read and bills are out.
2. Replaced leaking meters.
3. Tested Production Meters.
4. Did final restoration at 337 West High Street.
5. Going to start flushing soon.
6. Chlorine analyzer serviced and chlorine alarm sensors replaced.
7. Put memorial at barn for Bruce. Would like to add a plaque. 8x10 = \$490 or 16x12 = \$885  
Motion by Steve Bright to purchase the 16 x 12 plaque. Mark and operators to discuss wording and will send to board for comments. Barbara Orth seconded, and motion was unanimously approved.

## **Chairman's Report:**

1. Diversified - Due to mail service will request that Diversified use postmark date for date of receipt for payment. Secretary will notify them.
2. Backflow preventer installed at Robeson Fire Company in the amount of \$650. Do we want to donate? Mark commented that this is related to internal parts to the building. It was decided no. Dennis will have Diversified bill them.
3. Thank you, Dave Bright for all your years of valuable service to WRJA! You did a great job!

## **Other Board Member Comments:**

### **Mark Spotts:**

1. Application for Pennsylvania Fish and Boat Commission watershed grant (fish hatchery), discussion & possible action. Fish hatchery is on WRJA property. Due to drought not enough water coming through recently and 1500 rainbow trout yearlings died. Mark talked to Charlie who runs the hatchery and if he would have had aerators and electricity, he would have been able to save the fish. Watershed grants to support aquatic habitat enhancement is available in Berks and Lebanon Counties. Grant deadline is October 21. Mark wondered if board agrees for him to apply for the block grant for hatchery to put in electricity and an aerator. Possibly electric fish feeders too. Charlie is getting together costs. Motion by Barbara Orth, seconded by Ralph Honigmann to move ahead with a grant application. Motion carried. Mark also asked if we have any kind of agreement with the Robeson Fish and Game/hatchery? We need to investigate and perhaps make a simple agreement.

### **Other Comments:**

Steve Bright: Will be working on employee benefits.

Pig Roast - Thursday, October 13, 2022 at 5 PM.

Motion to Adjourn at 8:19 p.m. by Jack Morris, seconded by Barbara Orth. Motion carried.

Next meeting: Wednesday, October 26, 2022 at 7PM at the Womelsdorf Borough Hall.

Respectfully submitted,

*Barbara Orth*

Barbara Orth  
Secretary

# Womelsdorf-Robeson Joint Authority

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

P.O. BOX 94 Womelsdorf, PA 19567 \* Phone: 610-889-2740 \* Fax: 610-889-1340

## Treasurer's Report AUGUST 2022

<b>Balance JULY 31</b>			<b>\$557,657.69</b>
Customer Collections		\$57,648.14	
Cert. Fees		\$ 450.00	
Other Receipts		\$ 3,161.38	
<b>Total Income</b>			<b><u>+\$61,259.52</u></b>
			<b>\$618,917.21</b>
<b>Disbursements for AUGUST</b>		\$59,539.65	
<b>Total Disbursements</b>			<b><u>-\$59,539.65</u></b>
			<b>\$559,377.56</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>\$904,377.56</b>
PLGIT		\$ 365,899.47	
Interest	2.28%	+\$710.01	
			<b><u>+\$366,609.47</u></b>
			<b>\$1,270,987.03</b>
<b>Edward Jones account value of JULY 29, 2022</b>		<b>\$ 923,458.75</b>	
			<b><u>+\$923,458.75</u></b>
			<b>\$2,194,445.78</b>