

DATE: Wednesday, March 22, 2023

The regular monthly meeting of the Womelsdorf-Robeson Joint Authority was held Wednesday, March 22, 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	Matthew Miller	Rod Lebo
Mark Spotts	Jack Morris	Barbara Orth

Ralph Honigmann was absent.

Chief Engineer, Darryl Jenkins, 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: Jason Coyle, SSM – started in January. Jason is a licensed operator and helps Darryl with various projects. He is very knowledgeable and SSM is happy to have him on board.

David Randler was also a visitor.

Doug Pugh, Tom George (Big Spring/422 LLC) and Chip Bilger: Doug noted property owned by Jerry Groff (under contract to purchase) and recapped their project intention. Received letter of serviceability in January but attended to inquire about clarification on incurred costs. Darryl Jenkins noted that the Authority incurred costs, grant fee and preliminary fees. Darryl will classify fees and board will decide how to proceed. Darryl mentioned that we will need plans with a check for \$2,000 which will be held in escrow. When plan is approved, our Solicitor will prepare a developer's agreement. Expenses will be distributed to board between now and next meeting for review. Chip Bilger stated that Lower Heidelberg Twp has a new manager, Brian Cole. Solicitor Payne and Engineer Jenkins will meet/talk with Brian. We need clarification on grant money and cost associated with grant. Engineer will give Tom George a CAD file and other needed information. Chris David is their engineer.

Secretary's Report:

The minutes of the meeting held Wednesday, February 22, 2022 were reviewed and approved on a motion by Jack Morris, seconded by Rod Lebo. Motion carried.

Correspondence: Sent letter to settlement company to request corrected check (they sent us check for sewer payment), Certificate of insurance for Berks Trail Works, The Authorities Roster Sheet (made member corrections and gave to Ralph to complete revenue section), Sensus renewal (meter reading licensing) – Solicitor will call and ask for extension to update information. We already paid the invoice.

Treasurer's Report:

The Treasurer's Report showing a balance of \$2,239,117.85 was approved on a motion by Barbara Orth, seconded by Jack Morris. Unanimously approved. Solicitor noted money in our account is above FDIC limit. Ralph increased amount available in anticipation of tank painting. Ralph could put in another account for purpose of getting below FDIC limit.

Bills in the amount of \$27,773.92 were presented for payment, which were ratified or approved on motion by Jack Morris, seconded by Mark Spotts. Motion was unanimous.

Edward Jones statements are available upon request.

Engineer's Report:

1. East High Street Subdivision update: Received updated plans.

2. Wawa update: Mostly waiting for Robesonia Borough. Must be covered under a highway occupancy permit.
3. Tank inspection update: MBA has not called to schedule inspection. Will call them.
4. 2023 Water Main Replacement project update: Had meeting with Dennis and Glenn. Drawings are done. Will send to Dennis for review. Will advise in April. Should be able to award in May. Glenn feels we should get pipe through CoStars. Will bid it both ways, with and without pipe. Will give deadlines. Glenn spoke to boroughs regarding restoration.
5. Watershed property/Berks Nature: GIS folks gathered information. Map sent out to board last week. This indicates to the board what parcels we could potentially sell down the road. Chairman talked about forming a committee. Mark will be involved. Should work with SSM and Larry Boyd. Should talk to other public entities who did this. Solicitor did not find any limitations.

Solicitor's Report:

1. Berks Trail Works Event (April 22, 2023): Agreement is signed. Rain date is April 29. Cell cams are in service now. Going forward, we will discuss having a standard fee.
2. Big Spring: Additional discussion.
3. Retirement Plan: Chairman stated that he and treasurer met with Brad Small and discussed retirement plans. There are 401B or 457B plans. Solicitor got involved. Because it is a little unusual Brad involved Pete Bruno out of MD and Jestyn referred to Brian Boland from Kozloff Stoudt. Phil Weiss from Buchanan, Ingersol and Rooney out of Pittsburgh is recommended to put together plan paperwork. Mark Spotts made a motion to hire Phil Weiss to work on plan with Pete and Brad at \$475/hour, not to exceed a total of \$5,000. We would ask that they keep it simple. Rod Lebo seconded the motion and the board unanimously approved. The authority would pick the final plan.
4. Budget: Usually presented in April.

Operator's Report:

1. Meters are read and bills are out.
2. Fixed and replaced problem meters.
3. Doing leak detections on water mains. Found one and fixed.
4. Exercising water valves.

Chairman's Report:

Other Board Member Comments:

Mark Spotts:

1. Old tires on our property. We were alerted about a program where the county would dispose of for free. Mark thought the program was full. Mark will look into it further.
2. Robesonia Municipal Authority: They have customers who are not WRJA customers, so they have no meter readings. They are billed a flat fee. RMA would like to add meters. We will sell RMA the meters and they would decide how to install. WRJA will inspect and read quarterly. We would not bill the customer. Motion by Barbara Orth, seconded by Jack Morris to move forward. Motion carried.

Steve Bright: Life Insurance - It is set up and gets paid once per year.

Motion to Adjourn at 8:05 PM by Barbara Orth, seconded by Jack Morris. Motion carried.

Next meeting: Wednesday, April 26, 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.

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

Treasurer's Report FEBUARY 2023

Balance January 31 \$589,772.70

Customer Collections	\$51,088.98
Cert. Fees	\$ 280.00
New Service	\$ 3,600.00
Shut Offs	\$ 150.00
Other Receipts	\$ 4,606.91

Total Income

+\$59,725.89
\$649,498.59

Disburements for Febuary
Total Disburements

\$52,056.98

-\$52,056.98
\$597,441.61

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%	\$105,000.00
		<u>\$345,000.00</u>

+\$345,000.00
\$942,441.61

PLGIT

Interest 4.74% \$ 372,332.92

+\$1,352.83

+\$373,685.75
\$1,316,127.36

Edward Jones account value; Jan 24-Feb 24, 2023

+922,990.49

Amount in cash \$ 14,199.89

\$2,239,117.85