

DATE: Wednesday, April 26, 2023

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

Ralph Honigmann	Rod Lebo	Matthew Miller
Mark Spotts	Jack Morris	Barbara Orth

Chairman Steve Bright and Engineer Darryl Jenkins were absent. Vice Chairman, Jack Morris ran the meeting in Steve's absence.

Solicitor Jestyn Payne, Glenn Eberly and Dennis Miller (Authority Operators) were also in attendance.

The meeting was opened with the Pledge to the Flag of the USA.

**Visitors:** Womelsdorf Fire Company represented by Bob Martin, Fire Chief and Ryan Zerbe, Deputy Fire Chief attended to discuss replacing old fire hydrants. Need 2 hydrants replaced – one at the Womelsdorf Borough Hall building and one at 5<sup>th</sup> & Franklin. Dennis reported it would be approximately \$10,000/each to replace. These are 1934 hydrants and connections are not current. Glenn & Dennis stated WRJA could replace the hydrants. We have hydrants in house for the replacements. Motion by Barbara Orth, seconded by Rod Lebo. Motion carried. Discussion regarding a hydrant at Hill Road at the entrance to Treehouse Foods (formerly Linette's). There is currently none there. Treehouse's insurance company wants them to install one. The quote they received from their contractor was high. They contacted WRJA to get a hydrant. They do not want to own the hydrant they want it on our right-of-way so we would maintain it, but they would pay for it. AH Moyer came to give them a price. They again said it was too expensive. Dennis reported it would not be a big deal for WRJA to do it. We could do it cheaper. Then there would be fire protection for them and the homes along Ryeland Road. Our operators will talk to Treehouse.

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

The minutes of the meeting held Wednesday, April 22, 2023 were reviewed and approved on a motion by Rod Lebo, seconded by Matt Miller. Motion carried.

Correspondence: Received booklet and letter from Arbor Insurance Group (Life Ins) – gave to Chairman, The Authorities sent a magazine "The Value of Authority Ownership of Public Water and Sewer Systems". Gave to Chairman for review and to inquire if I should order additional. PMAA Performance Assessment Program – self assessment survey (deadline to register 4/28),

Certificates of Insurance: Ditchcreek Utilities, AH Moyer (notice of cancellation with Ultraflex) and notice of cancellation of Double D, The Authorities letter regarding Act 12 of 2016 (Fair Market Value method of valuation). Also, letter from Heidelberg Twp regarding installation of meters – gave to Dennis Miller, PMAA Annual Conference & Trade Show on Sept 17 – 20, 2023, management workshop April 26, 2023, Pipeline Safety Bulletin 2023 – gave to Dennis, and The Pennsylvania Municipal Authorities Act and Related Laws 2023-2024 addition. Received an email from Bill Moore, Womelsdorf Sewer Authority stating they are ok to bill them for their portion of water meter readings. He stated they have 968 customers. Mark Spotts said he received a verbal from Robesonia that they are ok with this program. We have not heard from Heidelberg or Millcreek yet.

## **Treasurer's Report:**

1. The Treasurer's Report showing a balance of \$2,245,570.61 was approved on a motion by Barbara Orth, seconded by Matt Miller. Unanimously approved.
2. Bills in the amount of \$18,406.33 were presented for payment, which were ratified or approved on motion by Barbara Orth, seconded by Ralph Honigmann. Motion was unanimous.
3. Edward Jones statements are available upon request.
4. Transferred \$400,000 to PLGIT leaving the Fulton Bank with about \$240,000 in checking so we are below the \$250,000 threshold to meet the FDIC insurance coverage.

## **Engineer's Report:**

1. Miscellaneous Services
  1. Consumer Confidence Report: the report for 2022 has been completed and posted to the Authority's website. Customers were notified on their quarterly bill.
  2. DRBC Water Audit Report: the report for 2022 was completed and submitted to the Delaware River Basin Commission.
  3. Tank Inspection Program: MBA was on site on April 20<sup>th</sup> to inspect both water storage tanks. We expect to receive their inspection report before the next Authority meeting.
2. 2023 Water Main Replacement Project: The project will be advertised for bids beginning April 25, 2023. The project schedule is noted below:
  - Pre-bid meeting at Robesonia Borough Hall on May 8, 2023 at 10:00 am
  - Bid opening on May 19, 2023 at 10:00 am.
  - Bid summary and recommendation letter to be provided to Authority members with the Agenda for the May meeting.
  - Bids to be considered for award at the May 24, 2023 Authority meeting
3. Big Springs Farm Commercial: We provided a summary of our billings to date and also attended a meeting at the solicitor's office regarding the project. Steve, Mark, Jes and Darryl met with them. Again, stating it needs to benefit us for us or we have no interest. Doug Pugh can move ahead with main extension. Potential Big Spring loop should be paid for by ARP. At this point, there is no proposal on the table. We want to recover our professional fees. Again, we are stating, we are not moving east. When they have something concrete, they should let us know. Darryl has the invoices for SSM and Kozloff Stoudt. It was unclear if they were given to the contractor. Thinking it is approximately \$5,000. Jes will contact Andy Bellwoar to inquire how we should bill this. Glenn inquired if we ever received the review fee. No. The \$2,000 should be added to the \$5,000 plus time for meeting and up to today. Ductile iron should be used for the project.

## **Solicitor's Report:**

1. Berks Trail Works Event Agreement (April 22, 2023): Mark reported, no issues however, Mike Rich from White View Estates, Heidelberg Township complain about noise.
2. Sensus – Renewal of Spectrum Lease: Sensus is the name of the meters. We lease a portion of the radio spectrum from the FCC. We must renew Spectrum Management Lease fee. Mark Spotts made a motion to renew the Spectrum Management Lease. We already paid the fee. Ralph Honigmann seconded. Motion carried.
3. 401 K: Brad Small asked if this should be 403b or 457b plan. Phil Weiss of Buchanan Ingersoll said we can only use the 457b retirement plan. Jes gave this information to Brad Small asking him to get the documents.

## **Operator's Report:**

1. Meters are read and bills are out.
2. Problem with truck read. Sent out for repairs.
3. Fixed problem meters.
4. Installed new hydrant on Mill Road at the Zimmerman/Martin project. They got and installed a hydrant. We inspected.
5. Tanks were inspected. Their preliminary reports said our tanks will need full restoration. Glenn stated it has been 25 years since anything was done.
6. Water read sharing – Womelsdorf Sewer Authority 968 customers.
7. Computer – old laptop has Windows 7. Use it 4 times per year to read meters. It locks up when using it. It's too old to get updates. It needs to support Sensus. After discussion, would like to get a unit that would do leak detection and for meter reads. It should be a rugged duty laptop with industrial grade case since sometimes the operators must take out in the field. On a motion by Barbara Orth, seconded by Ralph Honigmann we approved to purchase and not to exceed \$2,400. Unanimously approved. Would like to have by next month to work out any bugs especially since Gene from LB Water Service at Selinsgrove will be retiring. He is very knowledgeable.

## **Chairman's Report:**

None

## **Other Board Member Comments:**

**Barb Orth:** Received February 2022 Authority magazines in the mail this week if anyone wants one.

**Matt Miller:** Commented regarding the property at 119 S Robeson Street. They currently have 2 meters but want to go to one. It is now a split service. They must get meter and T's out and make it back to valve meter. Dennis talked to homeowner back in February and has not heard from them. In the meantime, they will have to pay minimum bills. Dennis will contact them again.

### **Mark Spotts:**

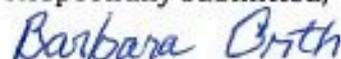
Sky Point cameras are now in use for over 2 months. Doing good. Mark was in touch with Matt Hook, Police Chief for South Heidelberg Township regarding ATV and motorcycles and operators on our property. They will help to identify operators to alert them they are not allowed to ride on our property.

Robesonia Fish & Game: Mark will meet with them to see what can be worked out regarding electricity.

Motion to Adjourn at 7:50 p.m. by Barbara Orth, seconded by Ralph Honigmann. Motion carried.

Next meeting: Wednesday, May 24, 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.

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

## Treasurer's Report MARCH 2023

Balance February 28 \$597,441.61

Customer Collections

\$30,473.07

Cert. Fees

\$ 60.00

New Service Zimmerman/Martin

\$ 2,250.00

Other Receipts

\$ 464.08

**Total Income**

+\$33,247.15

**\$630,688.76**

Disbursements for March

\$41,870.34

**Total Disbursements**

-\$41,870.34

**\$588,818.42**

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

\$345,000.00

+\$345,000.00

**\$933,818.42**

PLGIT

\$ 373,685.75

Interest 4.79%

+\$1,520.54

+\$375,206.29

**\$1,309,024.71**

Edward Jones account value; Feb 25-March 31, 2023

+\$936,545.90

Amount in cash \$ 290.65

**\$2,245,570.61**