

DATE: Wednesday, May 26, 2021

The regular monthly meeting of the Womelsdorf-Robeson Joint Authority was held Wednesday, May 26, 2021 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, Solicitor Jestyn Payne, Bruce Weaver and Dennis 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 Wednesday, April 28, 2021 were reviewed and approved on a motion by Mark Spotts, seconded by Steve Bright. Motion carried.

Correspondence:

PMAA Spring Management Workshops to be held June 9 8:15 – 1 at the Hershey Lodge., Letter from Grundy Insurance regarding a webinar on the risks your water utility could be exposed to with your current insurance policy. Received letter on May 5th, the same day as the webinar. Letter to Chairman Gartner from Senator David Argall to confirm receipt of our letter to him regarding four bills from Rep Doyle Heffley and letting him know there was considerable opposition to these bills. PMAA brochure about the 79th Annual Conference and Trade Show from August 29th to September 1st at Penn Stater Hotel & Conference Center. 2021-2022 Edition of the Municipality Authorities Act (gave to Solicitor), brochure on advantages of PMAA membership.

Sent Correspondence:

Two letters granting Bruce Weaver permission to sign for 2021 Cont Grade Skid Steer Wood Fixed Tilt/7K Axle/20" trailer in the amount of \$5,200. and letter to obtain license plate for trailer at Hassler's Notary Service.

Sent emails to Senator Argall and Rep Cox opposing SB597 which would entail oversight and possibly full regulatory control by the PA PUC of the Authority's operation.

Treasurer's Report:

1. The Treasurer's Report showing a balance of \$2,109,033.54 was approved on a motion by Steve Bright, seconded by Jack Morris. Unanimously approved.
2. Bills in the amount of \$66,938.49 were presented for payment, which was approved on motion by Steve Bright, seconded by Jack Morris. Motion was unanimous.
3. Guardian Payout: Glenn's payout
4. Encova Insurance: Will pay the balance of the Worker's Comp insurance instead of paying quarterly to avoid future hassles.

5. Electric: NRG is our current generation company, and our rate is coming up to expire. Rate is .06/kilowatt and is increasing to .08/kilowatt. Ralph to further investigate and Solicitor will review any paperwork.
6. Interest: Fulton Bank - can get a hybrid checking government approved account which would give us a tenth of a percent.
Jonestown Bank - did not return call.
Ephrata - same as PLGIT.
Lebanon Federal Credit Union - .6% Business Savings. Is it a collateralized account?
Concerned about FDIC insurance. Because it is a municipal authority, it could be insured for \$1 million. More discussion with board. Jes and Ralph will talk and look further into Lebanon Federal Credit Union.
7. Received title to trailer.

Engineer's Report:

1. Tower Health: Still have to make tie-ins along 422. Waiting for parts.
2. Zimmerman/Martin Subdivision: Proposed complex. No response yet on plan review.
3. Keener Heights/Phase II: Need to look at water main if extending street.
4. Backflow Prevention: Board wanted to know the cost of annual testing. One contractor said he charges \$125 to \$150 for testing. Board discussed and decided it would be good to have these inspections every other year. The business would get these inspections done and would send us a report. Bruce indicated that some businesses are already conducting these tests yearly. Engineer and Chief Operator will review letter and finalize. Will present at a future meeting.
5. P&J Pizza: Want to install a fire suppression system in a building they bought attached to their current shop. Need to get permitting. Contractor asked SSM to help with this. Received check and application has been made. It will be in the Authority's name. We must inspect and approve.
6. Water Main Replacement Project: Two areas - paper street and the triangle at shopping plaza. Solicitor is working on getting legal approval to do work. The triangle is owned by LAO and they will grant the easement. The paper street is still in research. In the meantime, Engineer recommends putting job out for bid. Goal is to have pre-bid meeting early next month and then a bid opening on June 17. Barbara Orth made a motion to advertise for job bids. Seconded by Jack Morris. Unanimously approved.

Solicitor's Report:

1. Letter to Glenn: Memorializing his terms of employment. The letter would state he is a part-time employee with no benefits, his current rate, and works on call. Chairman will sign. Secretary will compose.
2. Budget Resolutions: Chairman signed.
3. LAO Easement: Will be put together. West Road/paper street: will file eminent domain proceeding for an easement right to install and maintain line.
4. Rules: Finalized rules but adding two amendments under NOT Permitted. "No removal of downed trees (*add sapplings*) without prior approval of WRJA". Then add "*No spraying or use of herbicides*". On a motion by Jack Morris, seconded by Ralph Honigmann the amendments were approved. Motion carried. Will check with Quality Signs on signs and see what they can come up with. Will also check prices. Signs will be put up in the kiosk and at the trailheads, the barn, the tanks, etc. Will talk with Bruce and Dennis for other places to post. Will also put on our website. Phase II of this project will be to discuss where to put No Trespassing signs.

Operator's Report:

1. We replaced a meter pit off South Sheridan Road.
2. Dug out and repaired a curb box on Robeson Street.
3. 49 N Church Street: We found out someone was living on this property for 1-1/2 years. We thought the water was off but someone turned it on. Therefore, there is an issue with the water bill. Marcie did some research. Property is currently owned by M Reigel LLC. In 2019 there was a lien put on the property which was paid at Sheriff's sale. M Reigel purchased the property. Their registered office is 1332 Upper Van Reed Rd, Leesport, but the billing address is shown as going to Utah. There was an issue with who turned on the water? It was not shown in our system as active. Bruce read the meter at the end of May 2021 for approximately 6 quarters. The bill is very significant so was there a leak? Since the current owner did not come to our meeting as she was going to, nothing will be done. It will have to be paid. Something that came out of this was even though water is turned off, why do property owners not pay the minimum? Then, we would continue to read the meter and it should show a 0 read. That would help to monitor all services and alert us if problems. There is more wrapped up in the bill than water usage. We still maintain a system. When water is turned off, can it still be shown on Diversified as off but inactive? Bruce will check with Diversified regarding options in this situation. Also, should there be something in writing for liability purposes, to turn the water back on?
4. Strickler is doing patch paving.
5. Two trees are ready for planting.
6. Gate is done and working well.

Chairman's Report:

Do we have officer's and director's insurance? Solicitor will check.

Other Board Member Comments:

1. Website: Mark will work on this and then share with Secretary. The authority will own the site.
2. Schedule of rates: What should be on the website? The tapping fee information does not have to be on the website. Usage rates have not changed. Engineer will take a look.
3. Auction of property behind Gold Spring tank: Minimum opening bid is \$750,000. Too much for WRJA.
4. Mark Spotts: Attended a Zoom meeting regarding American Rescue Plan led by Joan London. Municipalities will be receiving money. More info will be forthcoming, but water and sewer authorities will be able to use some of this money. We are eligible to ask the boroughs for money. Can think about what projects. Timeline is 2024 to designate projects and to 2026 to spend it.

Next meeting: Wednesday, June 23, 2021, at 7PM at the Womelsdorf Borough Hall.

Motion to Adjourn at 8:20 p.m. by Jack Morris, seconded by Barbara Orth. Motion carried.

Respectfully submitted,

Barbara Orth

Barbara Orth
Secretary

Womelsdorf-Robeson Joint Authority

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

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Treasurer's Report April 2021

Balance March 30			\$335,334.11
Customer Collections		\$73,886.36	
Cert. Fees		\$220.00	
New water service Lot #15,16, 58 E. Meadow		\$7,800.00	
Other income		\$16,839.33	
Reconnection fee		\$200.00	
Total Income			<u>+\$98,944.69</u>
			\$434,278.80
Disbursements for March		\$34,510.15	
Total Disbursements			<u>-\$34,510.15</u>
			\$399,768.65
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>
			\$744,768.65
PLGIT		\$1,364,218.72	
Interest	0.04%	+\$46.17	
			<u>+\$1,364,264.89</u>
			\$2,109,033.54