

DATE: Wednesday, July 24, 2024

The regular monthly meeting of the Womelsdorf-Robeson Joint Authority was held Wednesday, July 24, 2024 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	Jack Morris	Barbara Orth	

Sr. Operations Specialist, Jason Coyle, Solicitor Jestyn Payne were also in attendance. None of the operators were able to attend.

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

Visitors:

David Randler attended to get information and clarification on tapping fees. Chairman stated we did not take any action to increase, but we are in discussion. Randler is soon ready for the improvement agreement per Jason Coyle and all 4 requirements are met except for posting escrow to WRJA. Mr. Randler gave a check to WRJA treasurer in the amount of \$47,250. for tapping fee (21 EDU's) for Maple Avenue project. It was noted there is no conflict of interest per David Randler or WRJA board using Kozloff Stoudt since Mr. Randler used a Kozloff Stoudt paralegal for his mother's estate.

Cindy Murdough talked about Penn State Berks non-science students learning about community water source. There would be 3-4 students who would like to walk some of the WRJA property and talk about water sources and possible conservation easement under the direction of Professor Mahsa Kazempour, Associate Professor of Science Education. If they choose to do this project, it wouldn't be until late September. Chairman noted if the operator's schedules allow, they may be able to assist with a tour. No one on the board had questions or comments.

Jamie Stoltzfus/painter-finisher, **Evan Walters**, **Amber Crossley** from Kappe Associates, **Wally Bates** from Atlantic Consultants/Tnemec Paints attended related to tank painting and CoStars. Solicitor Payne started off by reviewing COSTARS which is like a "shopping mart" for products. They also offer ancillary services (services related to products). He noted that metals work does not fall within the program. Evan Walters stated there are avenues within COSTARS which are strictly service. Wally Bates noted that if you do work like adding a ladder after the tank is painted, that would compromise the paint/warranty. Therefore, we need to ensure all metals work, etc is done prior to painting. Jason Coyle spoke about the scope of the project stating the internal/external projected price is what Kappes estimate is based on. An email was sent to the board with the scope and recommendations. According to Evan the grants that WRJA applied for should be ok with the COSTARS program. Kappe Associates understands there are further investigations WRJA needs to do but is hoping for a verbal commitment so they can put us in their schedule. Chairman Bright thought we would be going that route starting in Spring on the first tank. There are of course other requirements such as performance and maintenance bonds that Solicitor Payne will look at and advise the board. Jamie talked about the 1-year warranty. If any actionable items would be found, they would fix. Stoltzfus, Tnemec and Kappe work as a team but Kappe Associates would facilitate any issues. A committee was formed consisting of Steve Bright, Ralph Honigmann, Rod Lebo to continue research and will report recommendations back to board.

Secretary's Report:

The minutes of the meeting held Wednesday, June 26, 2024 were reviewed and approved on a motion by Rod Lebo, seconded by Jack Morris. Motion carried.

Correspondence:

1. The Authorities – Scholarship Fund request
Voting delegate form if attending conference
2. Ameresco – Energy service company for development of solar power.
3. Berks County Water & Sewer Conference to be held July 31, 2024 at Albright College.
4. Diversified Technology announcing new hours 7:30 AM to 7:00 PM.

Treasurer's Report:

1. The Treasurer's Report showing a balance of \$2,345,256.19 was approved on a motion by Jack Morris, seconded by Barbara Orth. Unanimously approved.
2. The logging project is complete and payments were made to Wagner Harwoods (security deposit returned) and Joe Brackman.
3. Bills in the amount of \$43,359.19 were presented for payment, which were ratified or approved on motion by Jack Morris, seconded by Barbara Orth. Motion was unanimous.
4. Edward Jones statements are available upon request.

Engineer's Report:

1. Jack Keener – Furnace Village II update: Received updated easement from HNT Engineering. Reviewing the updates to verify. Need to modify, make corrections.
2. East High Street Subdivision: No additional updates.
3. Maple Avenue: SSM performed a plan review and provided comments on July 9, 2024. Talked about this earlier with Mr. Randler.
4. Furnace Hill: SSM performed a plan review on July 9, 2024. Was approved.
5. Lead and Copper spreadsheet over 90% complete. Will begin to review and have complete before October deadline.
6. Tapping Fee Discussion: Sent out information. Recommends increase to not more than \$3,750 for tapping fee. Solicitor investigated processes and proposes reworking application and other conditions such as minimum to be paid and when taps must be made. Would like to have input when making decisions. Mark Spotts talked about credits/EDU's and revising Rules and Regulations. When is appropriate time to purchase, especially for contractors, how long are they good for, how long can they be held and not be developed? He proposes having all in place by January 1, 2025. Also a comprehensive plan for rate increases for all. Steve Bright, Mark Spotts, Ralph Honigmann and Darryl Jenkins had worked on this previously. The committee should meet again. Solicitor asked Jason if connection, facility and inspections fees should also be increased? Yes. Jason and team are reviewing. Do not have to wait until January 1 to implement these increases.

Solicitor's Report:

1. The Zigmund Co. Insurance Consulting Agreement: Renew contracts with our consultants. Maintenance fee increased from \$250 to \$500. Solicitor recommends we accept the 1-year agreement. Motion to accept made by Ralph Honigmann and seconded by Steve Bright. Unanimously agreed.
2. Bid for Insurance proposals for 2025: Have not put out for bid since 2019. Zigmund recommends putting out on bid to hopefully save money by having insurance companies bid. Ok to put out to bid on a motion by Ralph Honigmann, seconded by Matthew Miller. Motion carries.

3. PA Canine Search & Rescue: Revised agreement as per WRJA boards request. 1-year term, approved signage to be posted, only during daylight hours and meet 1 day per month on a Sunday. They should notify us when they will meet. Motion to execute agreement was made by Matthew Miller, seconded by Ralph Honigmann. Unanimously approved.
4. Hill Road Easement Agreement: Did not get letters out yet.
5. Keener Reciprocal Easement Agreements: New owners – are they aware of the agreement? If they do a title search, they will find. Mark heard there is a proposed development plan in Millcreek Township. Jes will contact new owners and make sure they are aware of the reciprocal agreement.

Operator's Report: Chairman reported....

1. Meters are read and bills are out.
2. Fixed problem meters
3. Fixed leak in Womelsdorf
4. Lead and copper – Dustin is finishing up.
5. Update on Well 1 Pump. Scheduled date made by Kohl Brothers for Tuesday, July 31, 2024.
6. Chairman asked for permission to place ad for water works operator. Want to start interviewing August 10. Passed around proposed advertisement for board to review.

Chairman's Report:

Chairman was out at the Stoltzfus property. Debris mostly removed. There is a bathtub there and some wood still on the property. Will ask him to move wood and tub. Then we are satisfied. David Randler asked about property lines. Chairman said that wasn't our issue. Per Mark Spotts we passed information onto township. We advised Mr. Stoltzfus to talk to township. WRJA is satisfied with what Mr. Stoltzfus did as far as clean up on our property.

Other Board Member Comments:

Mark Spotts: Conservation Easement Committee Report: Last contact was with Berks Nature 3 weeks ago with Larry Lloyd. Ball is in their court. Can not do anything until we receive the appraisal. When received, committee will meet again. Then will decide which areas will go into conservation area. Then should be reviewed by SSM for any discrepancies. Mark spoke to Dave Bright. He agreed land value assessment with regards to gross acreage was more than what Berks Nature came up with.

Steve Bright: WRJA Water Works Operator - Advertising comments? Jason commented that schooling for licensing should be completed within 2 years. Matthew Miller felt that if WRJA paid for an employee to go to school for their license, they should be required to stay with WRJA for at least 5 years or must pay back our cost. Motion by Ralph Honigmann to proceed with advertising, seconded by Mark Spotts. Motion carried.

Motion to Adjourn at 8:36 p.m. by Steve Bright, seconded by Barbara Orth. Motion carried.

Next meeting: Wednesday, August 28, 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 JUNE 2024

Balance MAY 31 \$307,432.42

Customer Collections	\$ 31,014.55
Cert. Fees	\$ 210.00
Shutoffs	\$
Meter data income	\$
Other Receipts	\$ 219.92

Total Income

+ \$31,444.47
\$338,876.89

Disbursements for JUNE

\$35,002.48

Total Disbursements

- \$35,002.48
\$303,874.41

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

+ \$345,000.00
\$648,874.41

PLGIT

\$ 723,715.

Interest

5.04%

+ \$3,204.92

+ \$726,920.07
\$1,375,794.48

Edward Jones account value of June 1- June 28, 2024

+ \$969,461.71

\$2,345,256.19