**MINUTES OF THE REORGANIZATION MEETING OF THE**

**WEST MANCHESTER TOWNSHIP AUTHORITY,**

**JANUARY 16, 2025**

Meeting called to order by acting chair, Jim Bentzel, Jr. at 6:00 PM in the Authority offices. Present in the office were James Bentzel, Lee Woodmansee, Gene Williams, Scott Thomassy, and Melissa Smith.

**MOTION** by \_\_\_\_\_\_\_\_\_\_\_\_, second by \_\_\_\_\_\_\_\_\_\_\_\_to appoint \_\_\_\_\_\_\_\_\_\_\_\_as Chair of the Authority for 2025. Motion approved \_\_\_\_\_\_\_\_\_\_\_.

**MOTION** by\_\_\_\_\_\_\_\_\_\_, second by \_\_\_\_\_\_\_\_\_\_\_to appoint \_\_\_\_\_\_\_\_\_\_\_as Vice-Chair, \_\_\_\_\_\_\_\_\_\_\_as Treasurer; \_\_\_\_\_\_\_\_\_\_\_as Secretary; and \_\_\_\_\_\_\_\_\_\_\_ as \_\_\_\_\_\_\_\_\_\_\_for 2025. Motion approved unanimously.

**MOTION** by \_\_\_\_\_\_\_\_\_\_\_, second by \_\_\_\_\_\_\_\_\_\_\_to meet at the times and places as listed in the Township’s advertised meeting schedule for 2025. Motion approved unanimously.

**MOTION** by \_\_\_\_\_\_\_\_\_\_\_, second by \_\_\_\_\_\_\_\_\_\_\_to appoint \_\_\_\_\_\_\_\_\_\_\_ as Authority Solicitor for 2025 with \_\_\_\_\_\_\_\_\_\_\_as primary contact and \_\_\_\_\_\_\_\_\_\_\_as alternate contact. Motion approved unanimously.

**MOTION** by \_\_\_\_\_\_\_\_\_\_\_, second by \_\_\_\_\_\_\_\_\_\_\_to appoint \_\_\_\_\_\_\_\_\_\_\_ as the Authority Auditor to audit the 2024 books for the Authority. Motion approved unanimously.

**MOTION** by \_\_\_\_\_\_\_\_\_\_\_, second by \_\_\_\_\_\_\_\_\_\_\_to appoint \_\_\_\_\_\_\_\_\_\_\_as Authority Engineer for 2025 with \_\_\_\_\_\_\_\_\_\_\_as primary contact. Motion approved unanimously.

**MOTION** by \_\_\_\_\_\_\_\_\_\_\_, second by \_\_\_\_\_\_\_\_\_\_\_to name \_\_\_\_\_\_\_\_\_\_\_as depository for Water Revenue funds for 2025. Motion approved unanimously.

**MOTION** by \_\_\_\_\_\_\_\_\_\_\_, second by \_\_\_\_\_\_\_\_\_\_\_to name \_\_\_\_\_\_\_\_\_\_\_ as depository for Authority Capital Reserve funds for 2025. Motion approved unanimously.

**MOTION** by \_\_\_\_\_\_\_\_\_\_\_, second by \_\_\_\_\_\_\_\_\_\_\_to set the work week; time off and leave policy; and all other personnel policies as dictated by the West Manchester Township Authority Employee Policy dated January 1, 2020. Motion approved unanimously.

**Motion** by \_\_\_\_\_\_\_\_\_\_\_, second by \_\_\_\_\_\_\_\_\_\_\_to compensate Authority members and all staff at the 2025 IRS approved mileage rate, to be changed if the official IRS rate changes. Motion approved unanimously.

Motion by \_\_\_\_\_\_\_\_\_\_\_, second by \_\_\_\_\_\_\_\_\_\_\_to compensate staff as follows for 2025: John Horvatinovic, \_\_\_\_\_\_\_\_\_\_\_/yr.; Steve Smith , \_\_\_\_\_\_\_\_\_\_\_.; Judy Eyler, \_\_\_\_\_\_\_\_\_\_\_.; and Meter readers \_\_\_\_\_\_\_\_\_\_\_ cents per meter read; and occasional labor, $20.00/hr. Motion approved unanimously.

The Board addressed Goals developed for 2024.

**Goals for 2024 were as follows:**

1. Bring Well #6 back on line at full capacity.
2. Developing Budget Workshops for staff to attend during the year.
3. Review plans as proposed by the Engineer for possible future projects
4. Work with State Representatives to determine if funds are available for projects.
5. Develop new fire hydrant agreement with Township.
6. Review and execute appropriate revised and extended lease with T-Mobile for antenna attachment to Locust Lane tank.

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**Goals proposed for 2025 are as follows:**

1.

2.

3.

4.

5.

**MOTION** by \_\_\_\_\_\_\_\_\_\_\_, second by \_\_\_\_\_\_\_\_\_\_\_to set 2025 goals as listed above. Motion approved unanimously.

The Authority was re-chartered in 2000. Charter term is 50 years.

Docket renewal schedule:

Well 7: Expires 3/8/2032

Well 8: Expires 9/23/2023

Well 9: Expires 9/14/2030

Mr. Horvatinovic’s Water Certification expires \_\_\_\_\_\_\_\_\_\_\_.

Mr. Smith’s Water Operator Certification has expired.

Cellular Lease Anniversaries this year:

1 TMO- lease extended in 2024 for 4 5-year terms, expires in September 2044;

2 AT&T- November 2025- 3% increase;

4 Verizon- 15% increase in July 2026

**ADJOURNMENT:**

**Meeting was** adjourned at \_\_\_\_\_\_\_by Chair \_\_\_\_\_\_.

Respectfully submitted,

\_\_\_\_\_\_\_\_\_\_\_, Secretary