

MINUTES

WEST MANCHESTER TOWNSHIP AUTHORITY

June 18, 2026

The regular monthly meeting of the Board of the West Manchester Township Authority was called to order in the offices of the Shiloh Water Authority on June 18, 2026, at 7:00 pm by Chairman James Bentzel, Jr. Also present were Gene Williams, Scott Thomassy and Lee Woodmansee, WMTA; John Horvatinovic, Manager; Diana Young, Engineer; and Attorney John Baranski, Solicitor (via ZOOM).

PUBLIC COMMENT, QUESTIONS: Mr. and Mrs. Jeffrey Shank were present and inquired of the timing and procedures regarding their ability to connect to the new water line being placed by the Washington Meadows development. Chairman Bentzel stated that the final approvals were close to being made by the Township and the Authority. The Board, Solicitor, and Engineer described the approximate cost of connection which would include a payment to the developer for constructing the water line.

MINUTES: Minutes of the May 21 meeting were reviewed.

A **MOTION** was made by Mr. Williams to approve the minutes of May 21, 2026 as presented. The motion was seconded by Mr. Bentzel. Motion was approved 4-0.

TREASURER'S REPORT. Mr. Thomassy stated that the audit was almost finished and that the Board will be seeing changes in the monthly financial report as he sets up different investments, especially in the Reserve Fund. Many of the changes will be to take into account the large windfall of the sale of the telecom leases. He reviewed the Treasurer's Report which is attached and is part of the minutes. The beginning cash balance was \$616,172.15; Final account balance on May 31, 2026 in the PNC Money Market account was \$655,408.91; a PNC checking balance of \$25,000.00; and an escrow fund balance of \$69,201.82 for an available balance on May 31, 2026 of \$611,207.09.

The Capital Reserve Fund had a beginning balance on May 1, 2026 of \$3,690,388.67; Interest earned during May of \$491.82; and a final balance in the Capital Reserve Fund on April 30, 2026 of \$3,701,988.30.

During April, the Authority had operating revenues of \$131,608.17; total expenses of \$66,481.84; and an ending balance of \$65,126.33.

A **MOTION** was made by Mr. Williams and seconded by Mr. Bentzel to approve the Treasurer's report as presented. **MOTION** was approved 4-0.

MANAGER'S REPORT

1. SOC testing for all entry points has been completed for the second quarter.
2. Reichert expects to have everything installed at Well by the end of the month. VFD has been delivered and I. B. Abel will be installing soon.
3. Gingerich Landscaping and Excavating expects to pressure test the newly installed pipe on Baker and Taxville Rds. In the near future.
4. DEP will be making their annual inspection of all facilities beginning on June 30.
5. A new lock has been installed on the door at Well #1 to separate the pump from the office.

6. H. A. Thompson was at the office reviewing insurance coverage to make sure it is current.

ENGINEER'S REPORT:

1. Ms. Young stated that a "willingness to serve letter" needed to be approved by the Authority and sent to the Township stating that the Authority will provide water to the "Washington Meadows" subdivision.
2. The plans and specs for the construction of the Chlorine detention pipe at wells 4/5 are being finalized. Bids will be advertised in the week of July 6; a Pre-bid conference will be held in the week of July 20; and bids will be accepted in the week of August 3.
3. Ms. Young stated that the Engineers are preparing plans and specs for the Linden Road pipe replacement. She suggested that the bidding schedule for this project follow the well 4/5 project by one week. She asked the Board if a specific brand of pipe could be required in the bids so that all contractors would have to use that specific brand. Solicitor Baranski stated that it was no problem to specify the pipe type or brand to be used.
4. Regarding PFAs, Ms. Young reported that she has reduced the expected costs related to flushing and disposal of water, but the ion exchange alternative remains the lower cost alternative.
5. The draft "Risk and Resilience Assessment" has been prepared for review. Certification is due by June 30.

SOLICITOR'S REPORT:

Attorney Baranski stated that he continues to follow the progress of the telecom lease payments to the buyers so that the rents are properly split between the buyers and the Authority. He stated that he had sent a letter to the firm who purchased the leases asking for reimbursement for funds delivered to them in error.

DISCUSSION TOPICS

- a. **Transition Planning:** Mr. Bentzel related that he will be developing a list of duties for the new employees so that those duties will be clear to the employees as well as those switching jobs.
- b. **Building/Office improvements:** Mr. Williams said that he is continuing to develop projects and expects to provide the Authority with recommendations at the next meeting.
- c. **Status of 2026 Hydrant valve project:** Mr. Horvatinovic described the project status as being almost complete.
- d. **Possible rate increase:** There was no discussion.
- e. **Re-keying of locks:** Mr. Horvatinovic stated that the doors of the office and well #1 were re-keyed.
- f. **Risk and resilience update:** Ms. Young stated that the update was being worked on.
- g. **Reviewing Job Descriptions:** There was no update.
- h. **Facilities tour:** Mr. Bentzel reminded the Board that the tour was scheduled for June 22 at 5:30 PM.

UNFINISHED BUSINESS:

There was no unfinished business.

NEW BUSINESS:

- a. On a motion by Mr. Thomassy and seconded by Mr. Bentzel, to approve the contract with Kevin Weaver regarding the office upgrades. **Motion** Approved 4-0.
- b. **Willingness to serve letter: MOTION** by Mr. Thomassy, second by Mr. Williams to provide a "Willingness to Serve" letter to West Manchester Township for the "Washington Meadows" water line extension. **MOTION** approved 4-0.
- c. **Request from Township for easements at wells 6, 7, and 8: MOTION** by Mr. Bentzel, second by Mr. Thomassy to authorize the Solicitor to modify the easement agreement provided by the Township for the "conservation area" being planned by the Township which will impose liability on the Township for any contamination beyond maximum drinking water contamination levels. **MOTION** Approved 4-0.
- d. **Easement at wells 6, 7, and 8: MOTION** by Mr. Thomassy, second by Mr. Williams to authorize the Chairman to execute the Landowner's Letter(s) of Consent with West Manchester Township regarding the use of land near wells 6, 7, and 8 for a public conservation area. **MOTION** approved 4-0.
- e. On a motion by Mr. Williams and seconded by Mr. Bentzel, the Authority moved to perform addition lab testing on Wells 1 and 2 the is required by the DEP to waive pilot testing requirements for the Ion Exchange filter system. **Motion** Approved 4-0.
- f. **Resignation of Missy Smith from the West Manchester Township Authority: MOTION** by Mr. Bentzel, second by Mr. Thomassy, to regretfully accept the resignation of Melissa Smith from the West Manchester Township Authority and to offer the Board's thanks in a letter of appreciation for her work while serving as a member, especially her assistance in the development of the new meeting room and its associated landscaping.

OTHER BUSINESS:

REVIEW OF PUMPING RECORDS: Pumping records were presented and reviewed.

PAYMENT OF MAY/JUNE BILLS: Bills received since the last meeting were reviewed. **MOTION** was made by Mr. Thomassy and seconded by Mr. Woodmansee to approve bills through June 18, 2026 totaling \$48,329.61. **MOTION** was approved 4-0.

ADJOURNMENT:

The meeting was adjourned at 9:38 pm by Chairman Bentzel.

Respectfully submitted,

W. Lee Woodmansee, Secretary