

MINUTES

WEST MANCHESTER TOWNSHIP AUTHORITY

March 19, 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 March 19, 2026, at 7:00 pm by Chairman James Bentzel, Jr. Also present were Mr. Williams, Mr. Thomassy and Ms. Smith, WMTA; Mr. Horvatinovic, Manager; Diana Young, Engineer; and Attorney John Baranski, Solicitor. Mr. Woodmansee was absent.

PUBLIC COMMENT, QUESTIONS: Mr. Horvatinovic facilitated a presentation by J. Scott Shipe, a Utility Management Consultant, who performs audits of water infrastructure including valves, hydrants, meters, pumping stations, etc. Mr. Shipe provided his credentials and an overview of the service he provides. He would like us to consider his proposal for an engineering audit of our fire hydrant system. (Our system includes 248 dry barrel fire hydrants.) Our group generally discussed the need for said proposal.

MINUTES: Minutes of the February 19, 2026 meeting were reviewed.

A **MOTION** was made by Mr. Williams to approve the minutes of February 19, 2026, as presented. The motion was seconded by Mr. Thomassy. Motion was approved 4-0.

TREASURER'S REPORT

Cash:

Cash Balance	1/31/2026		\$2,588,740.53
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Account Balances:	2/28/2026		
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PNC Money Market	\$	633,598.95	
PNC Checking	\$	25,000.00	\$658,598.95
515,764.53			

Escrow Funds			\$ 68,379.76
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Available Balance	2/28/2026		\$590,219.19
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Capital Reserve Fund

PLGIT Balance	1/31/2026		\$ 1,662,255.50
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Interest		\$5,203.72	
Purchases		\$2,000,000.00	
Fees		--	

PLGIT Balance	2/28/2026		\$3,667,459.22
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FEBRUARY 2026 Profit/Loss

Income:

Cellular Tower Rental	\$	9,083.08	
Water Revenue	\$	181,026.54	
Penalty	\$	2,138.91	
Interest	\$	2,138.91	
Total Income:			\$ 192,462.24
Total Expenses:			\$ 51,658.69
Net Income/(Loss):		2/28/2026	\$ 140,803.55

MOTION was made by Mr. Williams and seconded by Ms. Smith to approve the Treasurer’s report as presented. **MOTION** was approved 4-0.

MANAGER’S REPORT

1. The meter at well 8 has been calibrated by LAWCO and installed. The meter at well 4 is at LAWCO and Mr. Horvatinovic will pick it up next week.
2. There was a problem with the generator at well 7 which was resolved by Winter Engine.
3. Gingerich Landscaping and Excavating repaired a main break at 1950 Hampton Road on February 25th.
4. Gingerich Landscaping and Excavating installed a hydrant and valve at 2310 Basswood Road yesterday. They hope to install a new hydrant and valve at 2356 Redwood Road before the end of the month.
5. The annual liquid fuels tax refund and the annual DEP survey have been submitted.
6. Mr. Horvatinovic reported that he is working on the Consumer Confidence Report which must be submitted by June 30th.
7. The postal permit is due for renewal by April 8th. The check was signed at the meeting.
8. The photo ID for our new meter reader, Sam Peters, is forthcoming.
9. Mr. Horvatinovic reported that he is working on his submittal to the DEP regarding the lead service notice that was mailed at the end of December. He will mail it next week.
10. Mr. Horvatinovic stated that he has signed up for another 6-credit course to be held on April 21st at the Dallastown Borough office.

ENGINEER’S REPORT:

1. Ms. Young stated that she has reviewed the final Phase 1 plans for the Baker Road Subdivision and attached a letter with minor comments. She recommends the plan be approved subject to addressing those comments.
2. There has been no activity on the Flood Plain project at wells 7 and 8.
3. Ms. Young stated that she is in the process of preparing the plans for the chlorine detention pipe at well 4 and 5.
4. The system map has been reprinted to the size requested at the February meeting.

5. She has received no communication with the PFAS litigation team but expect them to request information regarding the well capacity and sample data in the near future.

SOLICITOR'S REPORT:

1. Attorney Baranski stated that the sale of the telecom leases has been finalized and the payment received. He also stated that he expects to hear soon from the attorney working on payments from the PFA settlement.
2. Attorney Baranski will send a letter to the Township requesting that they inform the Authority of any pending developments that require public water.

DISCUSSION TOPICS

1. **Transition Planning:** Mr. Bentzel discussed the future of the new hires. Ms. Eyer is considering retirement possibly when Mr. Horvatinovic retires at the end of 2026. Mr. Smith's readiness to assume the manager position was discussed. It was the consensus that the new office manager will take over the billing responsibilities.
2. **Modifications:** Mr. Williams discussed the building modifications. The project has been broken into two phases. Due to the estimate for both phases being below the formal bid limit, Mr. Baranski recommended obtaining phone bids and performing all the work at one time. Mr. Williams will contact additional contractors to get the required phone bids.
3. **Plans for Water System expansion project(s):** Covered in the Engineer's Report.
4. **Status of October 2025 hydrant valve project:** Covered in the Manager's Report.

UNFINISHED BUSINESS:

1. No unfinished business.

NEW BUSINESS:

1. On a motion by Mr. Bentzel and seconded by Mr. Williams, the Authority will fund up to \$20,000.00 to cover the difference between the cost of the pipe to service the Washington Subdivision and the cost of an eight-inch main contingent on Gingerich Landscaping and Excavation performing the installation.
2. Mr. Bentzel reported that Tracy Woodward requested a key to the office. She can not clean the area where Ms. Eyer works while she is there. Mr. Horvatinovic will contact Knepper's Security to obtain a key to open only the office and the meeting room for Ms. Woodward.

3. The Authority collectively declined a presentation from York Water to supply water to our system to eliminate PFAS.
4. There was an altercation at 2310 Basswood Road following the installation of the new hydrant and valve by Gingerich Landscaping and Excavating. The Gingerich employee briefly pulled their vehicle into the driveway of the residence in an effort to make room for another vehicle coming down the street. This resulted in oil from the tires of Gingerich's vehicle being transferred to the driveway. The customer also complained of ruts in his yard in the area of the hydrant. The police were called and they took statements from both parties. Mr. Bentzel obtained a copy of the police report. Gingerich employees are working to rectify the complaints. The Authority has no culpability in the matter.
5. The upcoming rate increase was discussed. We will discuss specifics and mail out a notice in October so customers are informed before December 1, 2026.

OTHER BUSINESS:

REVIEW OF PUMPING RECORDS: Pumping records were presented and reviewed. During the review, Mr. Thomassy noticed a discrepancy. Mr. Horvatinovic agreed and discovered by correcting it the water level over the pump increased significantly.

PAYMENT OF JANUARY/FEBRUARY BILLS: Bills received since the last meeting were reviewed. **MOTION** was made by Mr. Thomassy and seconded by Mr. Williams to approve bills through March 18, 2026 totaling \$45,377.39 **MOTION** was approved 4-0.

ADJOURNMENT:

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

Respectfully submitted,

Melissa Smith, Asst Sec/Tres