



DICKINSON TOWNSHIP MUNICIPAL BUILDING
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DICKINSON TOWNSHIP MUNICIPAL AUTHORITY
February 28, 2017

CALL TO ORDER:

Chairman Loomis called the meeting to order at 5:00 PM

ROLL CALL:

The following Board members were in attendance: Allen Loomis, Thomas Smith, Bill Baker, Gerald Eby and Dennis Straub.

OTHERS PRESENT:

Larry Barrick and Bob Reisinger.

APPROVAL OF AGENDA:

On a motion by Mr. Baker and seconded by Mr. Eby, the Board voted unanimously to accept the proposed meeting agenda.

APPROVAL OF MINUTES:

On a motion by Mr. Straub and seconded by Mr. Baker, the Board voted unanimously to approve the minutes from the January 24, 2017 meeting. Mr. Smith abstained.

PUBLIC COMMENT: None

CHAIRMANS REPORT:

Chairman Loomis presented the following goals and objectives for 2017:

- Set up a meeting with Mike Kern of Water Quality Resources to review the new water services agreement and to clarify what the DTMA expectations are going forward.
- Establish rules, regulations and procedures for shutting off water service for delinquent accounts. It was stated that the current procedures are vague and an update is needed.
- Review of the existing regulations concerning water service cross connections.
- Consider adoption of the existing township requirements for water and sewer service connections provided they are in compliance with Authority standards. The purpose is to have consistent regulations between the township and DTMA. Mr. Straub suggested that the township solicitor should review the standards for consistency. DTMA to consider adoption of township standards by reference in their regulations.

- Establish testing requirements for Connection 2 at Amazon that includes Standard Operating Procedures, (SOP).
- Establish SOP for all testing requirements. This also includes creating a Table for Water Testing requirements and reporting of results.

TREASURER’S REPORT:

The Board reviewed the Balance sheets and Profit and Loss Detail Reports. The Balance Sheet indicates total Liabilities and Equity of \$ 178,370.49 as of Feb. 23, 2017. The Bill List reflecting bills paid by check numbers 634 through 636 was also reviewed and approved. On motion by Mr. Baker, seconded by Mr. Straub, the Board voted unanimously to approve payment of all bills, ratify bills 632 and 633 and to approve the Treasury Report.

NEW BUSINESS:

Mr. Barrick presented manufacturer’s literature for Touch Reader + Model 3096 Water meter reader. After a brief discussion it was determined that this particular model has limitations and is not capable of downloading meter readings. On a motion by Mr. Straub and seconded by Mr. Smith, the board voted unanimously to authorize Mr. Barrick to seek a quotation from LB Water for a device that can download meter readings.

The Water Supply Inspection Report and violations was discussed. As a followup to the report, it was determined that updates are needed to the DTMA Emergency Response Plan, (ERP) document and the Operations and Maintenance Report. After a brief discussion, it was determined that DTMA would update the ERP and Mr. Reisinger will update the O&M procedures. Mr. Reisinger will provide a word document to the DTMA for the update.

Resolution 2017-02 was reviewed. Mr. Barrick was mistakenly listed as an authorized signer and will be removed. Also, under paragraph (c) it was suggested that the following statement be included, “Two authorized signatures for payment shall be required for all checks issued from the Authority account”. On a motion by Mr. Eby and seconded by Mr. Baker, the board voted unanimously to revise the Resolution accordingly and adopt the amended version.

ENGINEER REPORT: Bob Reisinger presented a preliminary plan of the water system for review. The plan shows the existing water system in the township. The plan was briefly reviewed and Mr. Reisinger reported that the update will include pipeline sizes, sanitary sewer lines, plan legend, roadway names, property owners and other items to be provided later. In addition, the township boundary line will be checked for accuracy.

SOLICITOR REPORT: None

OLD BUSINESS: None

ADJOURNMENT:

The meeting was adjourned at 6:23 PM on motion by Mr. Eby and second by Mr. Baker.

Respectfully submitted,

Thomas W. Smith, Secretary

February 28, 2017