



DICKINSON TOWNSHIP MUNICIPAL BUILDING
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DICKINSON TOWNSHIP MUNICIPAL AUTHORITY
March 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 Susan Smith.

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. Eby and seconded by Mr. Straub, the Board voted unanimously to approve the minutes from the January 24, 2017 Organizational meeting and the February 28, 2017 regular meeting minutes.

PUBLIC COMMENT: None

CHAIRMANS REPORT:

Chairman Loomis presented an update to DTMA goals for 2017, consisting of the following:

- Enter into a formal contract for Certified Water Operator Services
- Establish water testing at Connection 2 (Amazon)
- Establish comprehensive list and time table for required testing
- Create a list of all Plans the DTMA is required to have an update annually.
- Make sure required plans are up to date for 2017
- Insure the DTMA has in place standard operating procedures in place for gathering test samples, repairing broken water mains, flushing hydrants, issuance of boil water notice, field and lab tests and other common operating problems.

Mr. Loomis also presented copies of the following documents to the board members for review and comment.

- Compliance Monitoring Test Requirements
- Reporting Requirements
- Plans needing to be Reviewed Annually.
- 2017 Lead and Copper Sample Site Plan

There was a brief discussion of each and board members are to review and have any comments at the next scheduled board meeting.

TREASURER'S REPORT:

The Board reviewed the Balance sheets and Profit and Loss Detail Reports. The Balance Sheet indicates total Liabilities and Equity of \$ 176,986.31 as of March 28, 2017. The Bill List reflecting bills paid by check numbers 637 through 642 was also reviewed and approved. On motion by Mr. Loomis, seconded by Mr. Straub, the Board voted unanimously to approve payment of all bills. On a motion by Mr. Straub, seconded by Mr. Baker the board voted unanimously to approve the Treasury Report.

NEW BUSINESS:

There was a brief discussion concerning an update to the DTMA Rules and Regulations. Resolution 2017-3, Amending the Rules and Regulations of the Municipal Authority governing water shutoff procedures was explained by Susan Smith. This amendment concerns Discontinuance of Water Service and Billing and Collection of Water Rents. On motion by Mr. Eby, seconded by Mr. Baker, the Board voted unanimously to approve the Resolution. Resolution 2017-4 was also discussed. This resolution concerns adopting the Construction and Material Specifications of Dickinson Township for consistency with DTMA standards. On a motion by Mr. Baker, seconded by Mr. Eby the board voted unanimously to approve the Resolution.

ENGINEER REPORT: None

SOLICITOR REPORT: None

OLD BUSINESS:

Mr. Loomis indicated that the Emergency Response Plan update is in the process of being updated. There was no update on the status of the Operations and Maintenance Plan and Water System Map due to Mr. Reisinger's absence. Mr. Barrick reported that he contacted L.B Water concerning the cost of an upgraded Meter reader. He indicated that a field meeting with a representative is scheduled for the week of April 3 to verify the best type of meter reader system to consider. Mr. Baker will follow-up with DEP concerning water testing requirements for Connection 2 at Amazon. Mr. Baker also discussed a test kit that determines the accuracy of meter reading. The cost of the kit is \$ 171.00. This system is good for up to 18 months. On a motion by Mr. Baker and seconded by Mr. Straub, the board voted unanimously to authorize Mr. Barrick to purchase the test kit. On a final note, Mr. Straub questioned is the water rents are sufficient to cover the costs of the testing requirements and maintenance costs. After a brief discussion, it was determined that this will be discussed in more detail at a later date.

ADJOURNMENT:

The meeting was adjourned at 6:10 PM on motion by Mr. Baker and second by Mr. Eby.

Respectfully submitted,

March 28, 2017

Thomas W. Smith, Secretary