

WEST EARL TOWNSHIP WATER AUTHORITY – December 7, 2020

The West Earl Township Water Authority held their scheduled monthly meeting on Monday, December 7, 2020 via Zoom.

Phil Machonis, Chairman
Jeff Zimmerman, Vice Chair
Shawn Erb, Treasurer

Bob Youndt, Member
Dale Kopp, ARRO

Township Manager Jenna Seesholtz and Water Operator John Enck were in person at the Township to allow for public comment.

CALL TO ORDER

Chairman Machonis called the meeting of the West Earl Water Authority to order at 7:00 pm.

REGULAR BUSINESS

Minutes of November 2, 2020: A motion by Erb second by Youndt to approve the minutes of November 2, 2020 as submitted. Motion carried.

PUBLIC COMMENT

There was no public comment.

OLD BUSINESS

There was no old business on the agenda.

NEW BUSINESS

Public Water Supply Amendment Application: After a short review of the application, motion by Zimmerman second by Erb to authorize Chairman Machonis to sign the documents required to submit the Public Water Supply Amendment Application and submit the form to DEP for processing. Motion carried.

Auditor DCED Report Approval: A motion by Zimmerman second by Youndt to conditionally approve the DCED Report as prepared as soon as the auditor answers a few questions on the report. The Authority members wanted clarification on an amortization item and the reason the case for goods and services doubled. Manager Seesholtz will reach out to the auditor to have those questions answered. Motion carried.

Engineer's Report: Water Authority Engineer Kopp gave a report on East Main Street project and reviewed a letter received by the Susquehanna River Basin Authority.

Treasurer's Report and Payment of Bills

Shawn Erb, Treasurer for the Water Authority reported that the Treasurer's report was reviewed and he approved the report. This month's bills were:

- ARRO Consulting, Inc. (\$983.71) Consulting Service Regular Account and Nolt well

- Verizon (\$110.14) Regular Account
- Brown Shultz Sheridan (\$1,595.00) Audit
- West Earl Township General Fund (1,578.42)
- Martin Warehouse Escrow Account (\$4,267.27)

Payment of Bills: A motion by Zimmerman second by Youndt to approve payment of invoices as presented on check register dated December 7, 2020 as submitted. Motion carried.

MEMBER BUSINESS

Member Zimmerman has been looking at alternate options to the current iPads the Water Authority is using. He noted that he purchased a Microsoft Surface Go. The authority also gave Manager Seesholtz permission to purchase the necessary items (tablet stand) required to run Zoom meetings.

2021 Calendar: The Board agreed to hold the first meeting of the year on January 11, 2021. Manger Seesholtz will advertise the calendar for the Water Authority as required.

ADJOURNMENT

There being no other business in front of the Water Authority, a motion by Youndt, second by Zimmerman to adjourn the meeting at 8:01 pm. Motion carried.

Respectfully submitted by,

Jenna Seesholtz
Township Manager