



# WEST EARL TOWNSHIP WATER AUTHORITY

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Phil Machonis, Chairman · Jeff Zimmerman, Vice Chairman  
Shawn Erb, Treasurer · Curtis Miller, Member · Bob Youndt, Member

## Minutes of July 6, 2021

The West Earl Township Water Authority held their scheduled monthly meeting on Monday, July 6, 2021 at the West Earl Township Municipal Building.

Phil Machonis, Chairman  
Jeff Zimmerman, Vice Chair

Shawn Erb, Treasurer  
Bob Youndt, Member

**Township Officials in attendance:** Jenna Seesholtz, Township Manager and Michael Schober of ARRO.

**PUBLIC ATTENDANCE:** John Stauffer

### CALL TO ORDER

Chairman Machonis called the June 7, 2021, of the West Earl Water Authority to order at 7:00 pm.

### REGULAR BUSINESS

**Minutes of June 7, 2021:** A motion by Erb second by Zimmerman to approve the minutes of June 7, 2021 with amendments. Motion carried.

### PUBLIC COMMENT

There was no public comment.

### NEW BUSINESS

**2020-2021 Audit:** A motion by Erb second by Zimmerman to have Brown Schultz Sheridan & Fritz complete the Water Authority's 2020-2021 Audit at a cost of \$4,200. Motion carried.

### OLD BUSINESS

**RFP – Water Engineer:** The Township received 2 RFPs from ARRO Engineering and Entech. The Authority members would like to meet with both entities prior to selecting the engineer for the Water Authority. The Authority will ask that both entities send a representative to the September 2021 meeting.

**Engineering Service:** A motion by Zimmerman second by Youndt to extend ARRO engineering as engineer of record for the Water Authority for an additional 90 days. Motion carried.

**Denmar (Martin's Appliance):** A motion by Erb second by Youndt to approve the 6 EDU request for Denmar (Martin's Appliance). Motion carried.

**AUTHORITY FINANCIAL BUSINESS**

**Payment of Bills and Treasurer's Report**

Shawn Erb, Treasurer for the Water Authority reviewed the Treasurer's report that included May 2021's accounting. He noted that the accounts all reconciled correctly.

Erb also reported on this month's bills:

- ARRO Consulting, Inc. (\$452.84) Consulting Service
- Verizon (\$106.74) Regular Account
- Morgan, Hallgren, Crosswell and Kane, P.C. (74.00) (Blessings of Hope)

**Payment of Bills:** Manger Seesholtz will verify that the Blessings of Hope bill is reimbursed by the entity. A motion by Youndt second by Zimmerman to approve payment of invoices as presented on check register dated July 6, 2021 as submitted. Motion carried.

**MEMBER BUSINESS:**

There was no member business.

**ADJOURNMENT**

There being no other business in front of the Water Authority, a motion by Zimmerman, second by Erb to adjourn the meeting at 7:50 pm. Motion carried.

Respectfully submitted by,

Jenna Seesholtz  
Township Manager