

## **Millcreek Richland Joint Authority Meeting Minutes**

**March 3, 2025**

The Millcreek-Richland Joint Authority Meeting of March 3, 2025, was called to order by John Wolgemuth, Authority Chairman at 7:10 P.M.

Present: James Bottomley, John Wolgemuth, Jessica Weaver, Cody Shalters, and Rebecca Schnoke

Absent: Arthur Wealand

Also in attendance: Dan Hershey, Justin LaTourette, and Bernadette Girello

Public Comment: None.

Secretary's Report:

The minutes of the February 3, 2025, meeting were offered. Ms. Schnoke made a motion, seconded by Mr. Bottomley, to approve the February 6, 2025, meeting minutes. All voted in favor.

Treasurer's Report:

The Treasurer's Report and bills to be paid were reviewed for February 2025. Mr. Wolgemuth made a motion, seconded by Mr. Shalters, to pay all bills marked with asterisks as presented on the February Treasurer's report. All voted in favor.

Mr. Wolgemuth made a motion, seconded by Mr. Bottomley, to approve the Treasurer's report. All voted in favor.

Justin LaTourette, Purified Operations LLC:

No violations were reported for February. The generators were checked for routine testing. The transfer switch for Station 3 still needs to be fixed. It is expected to be installed in the next 2-3 weeks.

There was a clogged pump at Station 2. A drain spout for the pump rusted and had to be re-tapped. There is concern this will happen on a second pump as well, so Mr. LaTourette plans to do the same at Station 4

He is still waiting on a quote from Keystone Precision Cylinder for the hose repair.

Mr. LaTourette is working with EnviroRep for a quote for a new alarm systems/Omni Site.

Slaymaker will come out this month to do the quarterly check at Station 5 and provide a price to make internal repairs.

The fuel tanks were filled, which is expected to cover the rest of the winter season.

Dan Hershey, Hershey Engineering:

80 E Bethany – Mr. Hershey will go onsite to see the best way to connect proposed build to the existing sewer system.

Mr. Wolgemuth made a motion, seconded by Mr. Bottomley to do a reimbursement agreement for \$1,000 for the 80 E. Bethany Road project. All voted in favor.

Repairs identified by Ditchcreek are over bid threshold. MR. Hershey recommends preparing a bid package with an estimated cost of \$6,500 and 2 months to prepare it.

Ms. Schnoke made a motion, seconded by Mr. Shalters for Mr Hershey to prepare a bid package for repairs. All voted in favor.

Myerstown needs a new truck for the sewer processing plant. They have identified one at a cost of \$38,926. Authority approval is needed before they purchase it.

Mr. Wolgemuth made a motion, seconded by Mr. Bottomley, to approve Myerstown's purchase of new truck. All voted in favor.

Richland Green, formerly Richland Subdivision by Hess provided an updated plan for review.

JFM/Pump Station 2 project – the project is moving along. The zoning permit should be issued shortly. Richland Water is requesting a new meter pit by the hydrant.

Bethany Road Subdivision – Mr. Hershey issued letter after the January meeting informing them that the planning module would need to be approved before the Authority would allow them to connect.

Amy Leonard, Solicitor: Millcreek Township reviewed the proposed Agreement for the walking trail easement and is in agreement with it.

Ms. Schnoke made a motion, seconded by Mr. Wolgemuth to approve and execute the easement agreement for the walking trail. All voted in favor.

Mr. Wolgemuth made a motion, seconded by Mr. Bottomley to renew the insurance policy with Zinn Insurance. All voted in favor.

Administrative Assistant Report:

The 2<sup>nd</sup> delinquent notice should have just been mailed. Posting to occur in 2 weeks for anything with a balance over \$100. Diversified to provide shut off notice. Billing delinquents have not been posted since the September bill.

Board Member Reports: none.

Correspondence:

Mr. Wealand submitted his resignation letter. Millcreek may have a new candidate to replace him.

The Authority received a letter from PennDOT gave notice of a bridge repair on Sheridan Road, may need to enter where they may need to enter onto Authority property to complete the repair. No date given for the project.

Old Business:

The board reviewed the Authority's shutoff procedures in comparison with Richland Borough's shutoff procedures to identify ways to align the shutoff notices and dates.

New Business:

Ms. Weaver made a motion, seconded by Mr. Wolgemuth to sponsor a bench in the Richland Borough Park. Ms. Schnoke abstained. All others voted in favor.

Mr. Bottomley made a motion, seconded by Mr. Wolgemuth to approve closure of the Authority on the following holidays. All voted in favor.

- New Year's Day
- Martin Luther King Day
- President's Day
- Memorial Day
- Independence Day
- Labor Day
- Indigenous Peoples Day
- Thanksgiving Day
- Christmas Day

The Board entered an Executive session at 8:53 and returned to the regular session at 9:00.

Mr. Bottomley made a motion, seconded by Ms. Schoke, to pay the administrative assistant for New Year's Day, Independence Day, Thanksgiving Day, and Christmas Day for 4 hours. The other holidays when the office is closed, administrative assistant can observe the holiday and work less hours for the week or work her preset allotment of hours over fewer days. All voted in favor.

There being no further business to come before the Authority, Ms. Schnoke made a motion, seconded by Mr. Shalters, to adjourn the meeting. Meeting adjourned at 9:03 P.M.

Respectfully submitted by  
Secretary, Jessica Weaver