

**RIDGWAY TOWNSHIP MUNICIPAL AUTHORITY  
REGULAR MONTHLY MEETING  
December 1, 2016**

Meeting was called to order by Vice Chairman, Vic Moore at 7:00 PM  
Ridgway Township Municipal Building, 1537 Montmorenci Road, Ridgway, Pa., 15853

The Pledge Of Allegiance was recited at this time.

Authority members present:        Butch Brunner, Vic Moore, Jeff Marzella  
   Works Superintendent Carl Gosnell  
   ASST. Works Superintendent Chris Klase  
   Accountant, Jeff Schutz  
   Engineer, Brian Shura  
   Attorney Matt Taladay

ABSENT:                                Bob Bogacki

Vice Chairman Vic Moore asked for motion to approve minutes November 3 ,2016  
Motion was made by Butch Brunner  
Motion Seconded by Jeff Marzella  
Approved and carried

**VISITORS:**

Chuck Abraham   Ridgway Record

Andrew Thomas   Township Resident

Mr. Thomas had questions regarding the lack of water pressure he has at his residence. He asked if the PSI at the main could be checked. Carl & Chris explained the water levels for all tanks in the township and what they need to be for aeration in the tanks. Mr. Thomas was told that nothing could be done at this time.

Chairman Ed LaValle continued to conduct meeting at 7:09 PM

Correspondence  
None

**FINANCIAL REPORT:**

Jeff Schutz Accountant, presented statement for 11/1/2016 through 11/30/2016

**CASH FLOW STATEMENT:**

Balance		\$129,277.34
Deposits		\$84,371.52
Total funds available		\$213,648.86
Less Disbursements		\$77,713.60
ENDING BALANCE		\$135,935.26
Increase in funds	\$6,657.92	

**ENDING BALANCES AS OF November 30, 2016**

Checking-General Account		\$135,935.26
Public Fund Savings #4443131		\$37,746.79
Pennvest Loan		\$1,545,590.86
CNB Bank Loan (Meters)		\$65,373.03
CNB Bank Loan(Equipment)		\$21,144.46

**Customer Aging Report was presented as of 12/01/16**

CURRENT BALANCE		\$5,230.29
		\$9,001.84

**Payroll Statement Report Presented**

Total Payroll		\$5,912.70
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**Accounts Payable report presented November 30, 2016**

Total accounts payable		\$71,800.90
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Total disbursements		\$77,713.60
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Accountant Jeff Schutz presented the Board copies of the 2015 Certified Annual Audit. All Operating and Financial Statements were in compliance and approved.

Chairman Ed LaValle asked for motion to accept the 2015 Annual Audit

Motion made by Vic Moore

Seconded by Butch Brunner

Approved and carried.

**OPERATIONS:**

Superintendent Carl Gosnell presented report for works operations for November, 2016

Normal monthly operations.

**ENGINEER REPORT:** Engineer Brian Shura from STIFFLER, MCGRAW & ASSOCIATES, INC.. Reported on DEP response on the Water Allocation Permit. DEP questions the allocation amount of 365000 from Ridgway, Borough. DEP is recommending the allocation be reduced from 365000, to 220000 gals. Based on extensions and industrial development trends for the last 15 years. Mr. Shura informed the Board that DEP did not seem willing to budge on this decision. Mr. Shura felt that 220000 allocation would be sufficient. If Industry increases are needed an amendment can be applied for. Carl questioned the length of time needed for the amendment to be approved if needed. Mr. Shura did not have an answer for him, or can he find justification for an increase over 220000 gals.

The Board and Carl have real concerns over DEP lowering the Allocations. Mr. Shura suggested contacting Development Corp. and find out if they have any plan for development in the works.

Superintendent Carl Gosnell will be contacting them personally.

Chairman Ed LaValle asked that discussion be tabled till more information can be obtained.

Chairman Ed LaValle adjourned for executive session at 7:39 PM  
Reconvened at 8:06 PM

**SOLICITOR** Matt Taladay reported during Executive Session, the Board the Solicitor and Engineer Brian Shura discussed issues related to the sewage agreement specifically rate structure of current sewage agreement.

No decisions were made and no votes were taken.

No official business was conducted.

Ed asked for a motion to authorize the solicitor and engineer to work together to study the current rate structure.

Motion was made by Jeff Mazella

Motion Seconded by Vic Moore.

Approved and carried

#### **OLD BUSINESS:**

Kinley Dr. water mainline replacement and Sewer Project.

Jeff Marzella reported that Landmark Excavating is finishing up a current job and will shut down for winter. RTMA project will be 1st in March!

Water and Sewer Systems Mapping - On Hold

Takeover of Water Line along Jakes Hollow Road Carl suggested

the Board may want to do a survey for home owners interest.

On Hold.

Fairmont Development mainline sewer extension: Sanitary plans and profiles are complete. Next step secure all right of ways and easements.

Carl reported it will be up to the home owners to contact the Board.

**NEW BUSINESS:**

New RTMA Board Member - Jeff Marzella

Changes to Customer Billing and Payment Options.

Chris reported CNB Bank will cease collecting the water bills. The new Drop Box has been installed at Authority Building . Paperless E-Billing , Checkless, Postal Payments are also an option. Carl and Chris also suggested an incentive for customers who sign up for E-Billing. If Board approves. CNB Bank will provide a Lock Box an scanner for use in RTMA office. When payments are received they will be scanned and deposited directly into RTMA bank account. Payment stubs will be scanned and automatically posted to customer accounts.

Letter will be sent out as soon as equipment is installed.

Chairman Ed LaValle asked for motion to accept new payment plan.

Motion was made by Jeff Marzella

Motion Seconded by Vic Moore

Approved and carried

**MISCELLANEOUS:**

Ed asked for a motion to pay bills as presented.

Motion was made by Butch Brunner

Motion Seconded by Jeff Marzella

Approved and carried

Ed asked for a motion to pay Annual Audit bill as presented.

Motion was made by Jeff Marzella

Motion Seconded by Butch Brunner

Approved and carried

Ed asked for a motion to retain Matt Taladay as RTMA Solicitor.

Motion was made by Vic Moore

Motion Seconded by Jeff Marzella

**Approved and carried**

**Chairman asked for a motion to adjourn meeting at 8:30 pm**

**Motion was made by Vic Moore.**

**Motion Seconded by Butch Brunner**

**Approved and carried**

**Respectfully submitted,**

**Caroline Armanini**



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