

**MINUTES OF THE MEETING OF THE HILLTOWN TOWNSHIP  
WATER AND SEWER AUTHORITY OF MAY 11, 2016**

The May 11, 2016 meeting of the Hilltown Township Water and Sewer Authority was called to order at 7:30 P.M. by Chairman Keith Weiss. Members in attendance included Melvin Wright, Frank Beck, John Rankin and Bruce Knipe. Staff members in attendance included Gary Weaver of Castle Valley Engineering, the Authority's Engineer; Jack D. Wuerstle, Esquire, the Authority Solicitor; and James C. Groff, the Authority Manager.

Following the formal Roll Call and the Pledge of Allegiance to the Flag, Chairman Weiss asked for action on the minutes from the April meeting. Mr. Beck made a motion to approve the minutes and Mr. Rankin seconded. The motion carried 5-0. There was no public comment, no confirmed appointments, and no visitors.

Chairman Weiss then called upon the Authority Manager for the monthly Staff Report. As to the water system, Wells #1 and #2 experienced normal operations for the month with a combined pumping of 9.5 million gallons (equating to 59% of capacity allocated by the Delaware River Basin Commission). There was an amperage issue with the well pump at Well #1, but that is being corrected. The Authority Manager also reported that waterline flushing went extremely well; only utilizing approximately two-thirds (2/3) of the water utilized last year.

As to the sewer system, normal operations continued at PWTA and both Authority treatment plants. The bid package for the maintenance building is going to be modified slightly to include some bins. A backup pump was installed at the Berry Brow plant when the effluent pump experienced some difficulties, and that backup pump is working fine.

With respect to capital projects, the arsenic removal system at Well #5 is installed, start-up completed, and all appears to be working well. PaDEP is scheduled to do its final inspection on May 12th. With the above noted, a motion was made by Mr. Wright to accept the installation of the arsenic removal system as substantially completed; which was seconded by Mr. Beck. The motion carried 5-0.

In terms on the new water connections along Route 113, the Authority Manager discussed a proposed water testing protocol being developed by Castle Valley to help better ensure that said connections (some of which involve older homes) do not in any way compromise the Authority's system or water quality. That protocol is to be discussed in more detail at the next Board meeting.

As to current projects, Ashland Meadows remains in the 18-month maintenance period. The Estates at Hilltown/Oskanian has 23 homes connected with three (3) homes still under construction. The Preserves has 22 homes connected. Hilltown Walk has 40 homes connected and Green Street has now been

paved. As to the Regency at Hilltown, pump and haul has begun and the sample unit is complete, but leaking issues continue with the force main.

With regard to the Hallmark project at 914 Hilltown Pike, the developer has offered dedication. To that end, Mr. Knipe made a motion, which was seconded by Mr. Rankin, that the Authority accept dedication subject to review by the Authority Engineer and Solicitor. The motion carried 5-0.

As to proposed projects, draft development agreements for the Envision project have been forwarded to Pulte's legal counsel and are under review. There was nothing new to report on the Hallmark/Bethel College Property project, as the developer continues to address a lengthy review letter from the Township Engineer. There has been no further progress on the Witkowski project.

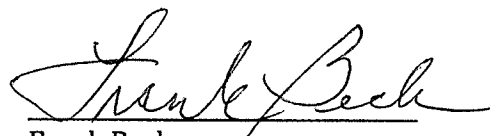
The Authority Solicitor then asked for an Executive Session to discuss potential litigation issues.

Following Executive Session, Chairman Weiss called upon Mr. Rankin for the monthly Treasurer's Report and review of monthly bills. Following Mr. Rankin's presentation, Mr. Knipe made a motion to approve the Treasurer's Report and payment of bills, which was seconded by Mr. Beck. The motion carried by a 5-0 vote. There were no escrow releases or Old Business to address.

Under New Business, the Authority Manager discussed progress on the Consumer Confidence Report and the 2015 Audit. Thereafter, the Authority Solicitor presented Resolution 2016-4 to the Board, which provides for the destruction of certain files held by either the Authority or the former Authority Solicitor, all in accordance with the Municipal Records Act and the guidelines set forth in the Municipal Records Manual. The particular documents proposed for destruction consisted of various correspondence, copies of reports, and other documents relating to Authority matters from the 1980s and 1990s. The Solicitor explained that the Authority is under no legal obligation to maintain any of the documents that have been targeted for destruction. Mr. Beck made a motion to approve Resolution 2016-4; seconded by Mr. Rankin. The motion carried 5-0.

With nothing further before the Board, Mr. Knipe made a motion to adjourn the meeting at 8:27 P.M., which was second by Mr. Wright. The motion carried 5-0.

Respectfully submitted,

  
Frank Beck