

**MINUTES OF THE MEETING OF THE HILLTOWN TOWNSHIP
WATER AND SEWER AUTHORITY OF SEPTEMBER 13, 2023**

The September 13, 2023 meeting of the Hilltown Township Water and Sewer Authority was called to order at 7:30 PM by Chairman Frank Beck. Other Board members in attendance included Bruce Knipe, John Rankin, Melvin Wright and Keith Weiss. The Authority Manager, James C. Groff, along with staff members Gary Weaver of Castle Valley Engineering (Authority Engineer) and Jack D. Wuerstle, Esquire (Authority Solicitor), were also present.

Following the Pledge of Allegiance, Chairman Beck called for action on the minutes from the Authority's August meeting. Mr. Knipe made a motion to approve the minutes as presented; Mr. Weiss seconded. The motion carried 5-0.

There was no Public Comment or Confirmed Appointments, therefore the Chairman called upon the Authority Manager for presentation of the Staff Report.

Mr. Groff reported normal operations of the water system for the previous month, with the wells combining to pump just under 10.3 million gallons (or 49% of the capacity allowed by the Delaware River Basin Commission). Sewer system operations were normal for last month as well. The new water flow meter and flume in the Southern District is working properly.

With respect to capital projects, the new well remains under Act 537 review. However, the Route 313 Water/Sewer Project is now completed, and customers along the route have been notified.

As to current development projects, the preliminary walkthrough on Regency has been conducted and the punch list has been completed. Hilltown Glen remains in the 18-month maintenance period (expires September 2024). The Act 537 approval has been received for the Lohin Tract, but there is no start date as of yet. A boiled water notice had to be issued due to water main break during construction at the Johnson Tract (which notice has now been lifted). Nothing further on Buccafuri.

Regarding proposed projects, there has been no further progress on either the Sensinger subdivision or the Weidner Tract.

An executive session then followed to discuss potential litigation.

The Chairman next called for the monthly Treasurer's Report and review of bills. Following discussion, Mr. Wright made a motion to approve the Treasurer's report and payment of bills; Mr. Rankin Knipe seconded. The motion carried 5-0.

There were no escrows releases.

As to old business, the 2022 audit has been received, and was distributed to the Board members for review. The Authority remains in a strong financial position.

[Two extra matters]

Under new business, the Manager discussed the potential hiring of a part-time employee, as well as the potential purchase of a new tractor. Thereafter, Mr. Groff reviewed the Minimum Municipal Obligation Worksheet with the Board, which addresses Authority retirement contributions.

There was a change order produced by the Authority Engineer for \$821.17 reflecting certain additional materials required for the Route 313 extension. Mr. Knipe made a motion to approve the change order; Mr. Wright seconded. The motion carried 5-0.

With no further business before the Board, Mr. Weiss made a motion to adjourn the meeting at 8:19 P.M., seconded by Mr. Rankin. The motion carried 5-0.

Respectfully submitted,


