

**WHITEMARSH TOWNSHIP AUTHORITY
MINUTES OF THE MEETING
December 20, 2017**

CALL TO ORDER:

The Meeting of the Board of the Whitemarsh Township Authority on December 20, 2017, was called to order by Chairperson Timothy Ferris at 7:00 p.m. at the Whitemarsh Township Meeting Room, 616 Germantown Pike, Lafayette Hill, Pennsylvania.

PLEDGE OF ALLEGIANCE

IN ATTENDANCE:

Board Members Present:

Timothy Ferris, Chairperson
Jeff Mitchell
Jonathan Riesberg
Jeannette Quirus

Also in Attendance:

Michael P. Clarke, Esquire – Rudolph Clarke, LLC
Alexander M. Glassman, Esquire - Rudolph Clarke, LLC
Allen Mason – Carroll Engineering Corp.
Brent Wagner – Executive Director
Kyle Detweiler – Finance Director
Robert Tagert - Operations Manager

PUBLIC COMMENT:

John Remington, owner of Conshohocken Brewery located at 739 E. Elm Street, Conshohocken, Pennsylvania spoke to the Board regarding working with the Authority to resolve compliance issues associated with flows coming from the Brewery into the Authority's system and to address surcharges added to the Brewery's latest sewer bill. Mr. Wagner, along with Mr. Remington, agreed that the best option at this point is for the Authority and the Brewery to enter into a Consent Agreement with milestones to hit, in an effort to avoid future surcharges being added to the Brewery's sewer bill. The Authority will work on composing a Consent Agreement to be presented at the January 2018 Board Meeting for the Board's approval.

CONFIRMED APPOINTMENTS:

None

APPROVAL OF MEETING MINUTES:

A motion was made by Mr. Ferris and seconded by Ms. Quirus to approve the minutes of the November 15, 2017 meeting of the board, carried 4-0.

STAFF REPORTS

ENGINEER'S REPORT:

Fairway Road/Joshua Knoll Sanitary Sewer Replacement – Mr. Mason reported that he is recommending that final payment be made to the contractor as all work is complete on this project.

Chlorination/De-Chlorination System – Mr. Mason reported that he has received the necessary permit from the DEP for this project and is requesting that the Authority allow him to advertise for the bids.

PCB Pollution Minimization Plan – Mr. Mason reported that he sent the plan to the DEP at the beginning of the month and is hoping that the DEP finds the numbers acceptable.

McNeil – East Valley Green Road Force Main Abandonment – Mr. Mason reported that they are waiting for PennDOT to close out the Highway Occupancy Permit.

336 Skippack Pike - Mr. Mason reported that they are waiting for PennDOT to close out the Highway Occupancy Permit.

903 Spring Mill Road – Mr. Glassman reported that they are still waiting on the signed Sewage Disposal Agreement and a posted letter of credit.

WASTEWATER MANAGER'S REPORT:

Mr. Tagert reported that the plant is running better than ever. The effluent water quality has been excellent and ammonia levels have been stable.

Mr. Tagert reported that on November 28, tours of the plant were given to Plymouth Whitmarsh High School's Environmental Sciences classes.

Mr. Tagert reported that last week the Authority received a telephone call from Green Valley Country Club regarding a sewage backup. Authority staff responded and found roots and grease in the main line. The blockage was quickly cleared.

Mr. Tagert reported that on December 6, representatives of DEP visited the plant for an inspection. DEP was happy with the improvements being made at the plant.

Mr. Tagert reported that Tim Sebenick received his certification in the mail for his Operator's license.

Mr. Tagert reported that the SCADA system is substantially complete. There are a few punch list items that need to be taken care of. Mr. Tagert is also verifying that the reports generated through the SCADA system are accurate and that the alarms are working correctly.

SOLICITOR'S REPORT:

Motion to Approve Resolution No. 2017-08 – Releasing Maintenance Security – A motion was made by Ms. Quirus and seconded by Mr. Ferris to approve Resolution No. 2017-08, which releases the letter of credit for a project at tax parcel number 65-00-05452-009, carried 4-0.

Motion to Approve Contract for Professional Services – A motion was made by Mr. Ferris and seconded by Mr. Mitchell to approval a Contract for Professional Services between the Authority and Seventh, LLC, concerning properties located at 1032 East Hector Street and 1029 Spring Mill Avenue, subject to receipt by the Authority of all payments required of the Developer under the terms of the Agreement for engineering, legal and administrative fees, and all other items deemed necessary by the Manager, and duly executed copies of the Agreement, carried 4-0.

Mr. Clarke also took a moment to make the Board aware of a situation which the Authority is dealing with concerning a developer who is attempting to have two houses share a common lateral. The developer claims that the Township gave him approval for this many years ago. Mr. Clarke's office informed the developer that this cannot be done as it goes against the Authority's Rules and Regulations. Mr. Clarke will keep the Board updated as the situation develops.

EXECUTIVE SESSION

The Board went into Executive Session to discuss personnel matters.

EXECUTIVE SESSION CONCLUDED

Motion to Award Raises and Productivity Incentives – A motion was made by Mr. Ferris and seconded by Ms. Quirus to award Kyle Detweiler, Bob Tagert and Dottie Winterbottom 3% raises for fiscal year 2018 and 1% productivity incentives based on their 2017 salaries to be paid in 2017, carried 4-0.

EXECUTIVE DIRECTOR'S REPORT:

Mr. Wagner reported that overall the plant is running well. Staff has taken ideas given to them and improved operations. The primary effluent looks good, as well as consistent ammonia levels.

Mr. Wagner reported that he brought in a consultant to do maintenance on the press which in turn has made a major improvement in press operations and efficiencies have doubled.

Mr. Wagner reported that he has hired a job coach to work with the Operations Manager and office staff in an effort to improve over-all well being and hopefully improve our efficiencies.

Mr. Wagner reported that he would like for the Authority to apply for a state grant to help fund an upgrade to our trickling filter. Paperwork needs to be submitted by the end of February.

FINANCIAL REPORT:

Mr. Detweiler reported to the Board that commercial bills went out on November 27 and that payments are coming in at a steady rate.

Mr. Detweiler reported that January's board meeting will begin at 5:00 p.m.

Motion to Approve 2018 Board Meeting Dates – A motion was made by Mr. Ferris and seconded by Mr. Riesberg to approve the 2018 Board Meeting dates, carried 4-0.

Motion to Approve 2018 Fee Schedule - A motion was made by Mr. Ferris and seconded by Mr. Riesberg to approve the 2018 Fee Schedule, carried 4-0.

Motion to Approve SCADA System Moving into Substantial Completion Phase – A motion was made by Mr. Ferris and seconded by Mr. Riesberg to approve that the SCADA System has moved into the phase of substantial completion, carried 4-0.

Approval of Monthly Expenditures – A motion was made by Ms. Quirus and seconded by Mr. Mitchell to pay the expenditures and bills as presented in the amount of \$324,833.49, carried 4-0.

ADJOURNMENT:

A motion to adjourn the meeting at 8:05 p.m. was made by Mr. Ferris and seconded by Mr. Riesberg, carried 4-0.

Minutes Prepared by Dottie Winterbottom