

**WHITEMARSH TOWNSHIP AUTHORITY
MINUTES OF THE MEETING
February 17, 2016**

CALL TO ORDER:

The Meeting of the Board of the Whitemarsh Township Authority on February 17, 2016, 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
Carolyn Hanel
Jonathan Riesberg
Jeff Mitchell

Also in Attendance:

Michael Sullivan, Private Utility Enterprises, Inc. – Authority Management Consultant
Michael Clarke, Esquire – Rudolph Clarke, LLC
Alexander M. Glassman, Esquire - Rudolph Clarke, LLC
Allen Mason, P.E. – Carroll Engineering Corp.
Kyle Detweiler, Director of Finance of WTA
Lorenzo Cuoci, Operations Manager

PUBLIC COMMENT:

None.

CONFIRMED APPOINTMENTS:

None.

APPROVAL OF MEETING MINUTES:

A motion was made by Ms. Hanel and seconded by Mr. Riesberg to approve the Minutes of the January 20, 2016 meeting of the Board, the motion carried 4-0.

STAFF REPORTS

ENGINEER'S REPORT:

Motion for Authorization to Bid – A motion was made by Mr. Riesberg and seconded by Mr. Mitchell for authorization to obtain bid proposals for the Emerson, Hellman, Hillside & Fairway sewer replacement project, carried 4-0.

Motion to Pay Blooming Glen Contractors, Inc. – A motion was made by Mr. Riesberg and seconded by Ms. Hanel to pay Blooming Glen Contractors, Inc.’s Application for Payment No. 2, for Contract 15-3, Pump Stations 5A and 7 Upgrades, in the amount of \$94,966.30, carried 4-0.

Pump Stations 5a and 7 – Mr. Mason reported that construction is proceeding on Pump Station 7 and the contractor is ready to start work on Pump Station 5a.

Applewood Drive/Brook Lane Sewer Replacement Project – Mr. Mason reported that he has sent out update letters to the residents in the vicinity of this project and he has not received any responses back from any of these residents. Mr. Mason also stated that he has not had any contact with the contractor for this project and he may ask for approval from the Board at next month’s meeting to terminate the contractor’s contract.

PCB Minimization Plan and Monitoring – Mr. Mason reported that anyone that discharges into the Schuylkill River is required to submit a report and our report was submitted to the PA DEP and DRBC at the end of January.

Sewer Root Control Contract – Mr. Mason reported that he expects to be receiving an executed copy of the agreement from the contractor within the next few days. As such, he hopes to get this agreement fully executed at next month’s Board meeting.

Annual Wasteload Management (Chapter 94) Report – Mr. Mason reported that he is gathering all of the data needed to submit these reports and will be doing so shortly.

Wissahickon TMDL – Mr. Mason stated that the only way we are affected by this is because a portion of our waste goes to the Ambler treatment plant.

West Valley Green Road – Mr. Mason reported that this area has on-lot disposal systems and he is talking with the Health Department to get any additional information on these on-lot disposal systems to help him re-evaluate the appropriateness of putting public sewer in this neighborhood.

Annual Effluent Monitoring Report (AEMR) – Mr. Mason stated that this report was submitted to the DRBC at the end of January.

The Reserve at Creekside – Mr. Mason reported that he has received video inspections of the sewer mains and is in the process of reviewing them. Upon initial review, it seems as though some of the sewer lines have been overlooked.

McNeil – East Valley Green Road Force Main – Mr. Mason reported that he has sent the Authority’s specifications and details to McNeil’s engineer in the beginning of February.

Oaks at Lafayette Hill – Mr. Mason reported that the site contractor was trying to locate the Authority’s force main from Pump Station #2, which eventually they did locate.

Cold Point Commercial (CVS) – Mr. Mason reported that development plans have been submitted to his office and he will be issuing a review letter later this week.

WASTEWATER MANAGER’S REPORT:

Lorenzo Cuoci reported that things are going well at the treatment plant. There were some maintenance issues discovered that are being dealt with currently. Mr. Cuoci also stated that he is focusing on safety with his staff. He will hold weekly meetings to discuss various safety related issues. Mr. Cuoci reported that he has ordered safety clothing, including outerwear with the Authority logo on it,

as well as air packs. When the air packs arrive, he will contact the fire department to get his staff properly trained on how to use them.

Mr. Cuoci also reported that he and his staff took care of inspecting a grease trap at a commercial property on Butler Pike.

SOLICITOR'S REPORT:

Mr. Clarke reported that there are more developments and projects coming in to the Township and he is putting together Contracts for Professional Services for each new project.

Mr. Clarke also stated he is working with the Authority office staff to ensure liens are filed appropriately and timely.

Mr. Clarke also reported that he is working with Mr. Mason concerning one of the Authority's contractors not fulfilling its obligations under its contract. If the contractor does not fulfill its obligations, the Authority will be taking action against the contractor, possible through its bonding company.

Springfield Matter Update – Mr. Clarke reported that as of January 1, 2016, Springfield Township's sewer system was sold to Bucks County Water and Sewer (BCWSA). To date, Springfield still has not executed the agreement prepared by the Authority due to the objection of language that Springfield wanted in the agreement.

Motion to Execute Agreement (282 Birch Drive, Lafayette Hill) – A motion was made by Ms. Hanel and seconded by Mr. Riesberg to execute the Agreement between the Authority and Daniel and Karen Slezak, concerning property damage to the Slezak's home located at 282 Birch Drive, Lafayette Hill, PA, carried 4-0.

MANAGER'S REPORT:

Rate Study Update – A residential rate study was conducted by Howard J. Woods, Jr., P.E. at the direction of the Authority Board. As Mr. Woods could not be present at the meeting tonight, the Authority Manager, Michael Sullivan, gave an in-depth summary of the study to the Board. Mr. Sullivan explained that the study was done to test for the need for possible rate adjustments in order to assure that the cost of operating the Authority, including future capital costs and debt service requirements were met. After analyzing all of the information provided by the Authority, it was suggested by Mr. Woods that residential, as well as commercial rates, be increased by 5% each year for a period of three consecutive years. The first 5% increase could take place as early as the spring 2016 billing cycle if the Board adopts this new rate schedule prior to the spring billing. There were several questions related to the rate study posed by the Board to the professional staff of the Authority. The Board deliberated the rate analysis extensively before tabling the discussion to allow for further review and discussion at subsequent meetings. Mr. Sullivan discussed various ways of notifying the Authority customers of this rate increase, including direct mailings as well as posting information on the Authority website.

FINANCIAL REPORT:

Approval of Monthly Expenditures – A motion was made by Mr. Riesberg and seconded by Mr. Mitchell to pay the expenditures and bills for February 2016 as presented in the amount of \$256,111.65, carried 4-0.

ADJOURNMENT:

A motion to adjourn the meeting at 8:20 p.m. was made by Ms. Hanel and seconded by Mr. Mitchell, carried 4-0.

Executive Session – Mr. Clarke requested that the Board meet in Executive Session which took place after the meeting had adjourned.

Minutes Prepared by Dottie Winterbottom