

**WHITEMARSH TOWNSHIP AUTHORITY
MINUTES OF THE MEETING
February 18, 2015**

CALL TO ORDER:

The Meeting of the Board of the Whitemarsh Township Authority on February 18, 2015, was called to order by Chairperson Carolyn Hanel at 6:00 p.m. at the Whitemarsh Township Meeting Room, 616 Germantown Pike, Lafayette Hill, Pennsylvania.

PLEDGE OF ALLEGIANCE

IN ATTENDANCE:

Board Members Present:

Carolyn Hanel, Chairperson
Jonathan Riesberg
Jeff Mitchell

Also in Attendance:

Michael Sullivan, Private Utility Enterprises, Inc. - Authority Management Consultant
Alexander M. Glassman, Esquire - Rudolph Clarke, LLC
Allen Mason, P.E. – Carroll Engineering Corp.

PUBLIC COMMENT:

None.

APPROVAL OF MEETING MINUTES:

A motion was made by Mr. Mitchell and seconded by Mr. Riesberg to approve the Minutes of the January 21, 2015 meeting of the Board, the motion carried 3-0.

STAFF REPORTS

ENGINEER'S REPORT:

Treatment Plant – Mr. Mason reported that the work at the treatment plant is basically done. The three contractors are now just addressing the remaining punch list items.

Applewood Drive/Brook Lane Project – Mr. Mason reported that the sewer replacement project has been advertised and that the Authority should be receiving bids about a week before the next Board meeting.

Hellman Road/Hillside Avenue Project – Mr. Mason will provide an updated budget for this sewer replacement project at next month's Board meeting. Mr. Mason also discussed combining this project with the Emerson Drive sewer replacement project in the hope of obtaining a more competitive bid.

Joshua Road Project – Mr. Mason reported that PennDot has allowed the contractors to close Joshua Road at night to do the work on the force main.

Change Order #1 – A motion was made by Mr. Mitchell and seconded by Mr. Riesberg to approve a change order from Eastern Construction and Electric, Inc. for Contract 13-2, Mechanical, in the amount of \$6,458.00 to provide an exhaust fan in the Headworks Building, carried 3-0.

Motion to Pay BSI – A motion was made by Mr. Mitchell and seconded by Mr. Riesberg to pay BSI Electrical Contractors Payment Application #12 for Contract 13-3, Electrical – WPCC Project, in the amount of \$23,879.00, carried 3-0.

WASTEWATER MANAGER’S REPORT:

Mr. Sullivan reported that the sewer personnel are happy with the new upgrades to the treatment plant. Mr. Sullivan will arrange a Board meeting or pre-Board meeting at the plant in the near future.

Mr. Sullivan reported that he received from Pat Sarro a proposal for a new crane truck and a proposal for a new utility body truck. Mr. Sullivan will review the proposals to see if they fit within the budget and will discuss his findings at the next Board meeting.

SOLICITOR’S REPORT:

805-807 Spring Mill Avenue – A motion was made by Mr. Riesberg and seconded by Mr. Mitchell to execute the Contract for Professional Services Agreement between Whitemarsh Township Authority and Ava Land Holding, Inc., carried 3-0.

Springfield Matter – Mr. Glassman reported that there will be a meeting with himself, Mr. Sullivan, Mr. Clarke, Mr. Mason and the solicitor, engineer and manager of Springfield Township next Thursday at the Authority offices to hopefully come to a resolution of this matter.

Davis Matter – Mr. Glassman reported that he has sent a Request for Documents to opposing counsel in this matter. They have 30 days in which to produce the requested documents so hopefully Mr. Glassman will have an update by next month’s Board meeting.

Cutler Matter – Mr. Glassman reported that one of the Cutler matters, the residential property, has been settled. They are working on setting up a meeting with opposing counsel to hopefully reach a settlement in the other three commercial property matters. Mr. Glassman will provide an update at next month’s Board meeting.

Responsible Contractors Resolution – Mr. Glassman asked that the Responsible Contractors Resolution be re-signed as a change was made in it. After the Resolution is signed, it will be added to the Authority’s website.

MANAGER’S REPORT:

Commercial Rate Study - Mr. Sullivan reported that Howard Woods’ commercial rate study is basically complete. The Authority Manager noted that there were only minor revisions to the report that Mr. Woods presented to the Board in January. Those changes were related to the verification of meter sizes from the water suppliers. Mr. Sullivan will list the rate study on the agenda for next month and hopefully have it adopted at the May Board meeting and added to our website. Ms. Hanel suggested that it would probably be beneficial to have the report appear on the Township’s website as well.

Mr. Sullivan reported that Mr. Mason, Mr. Clarke and he have been in discussions with the Township to add language in their code book that would provide the Authority enforcement power using the Authority's Rates, Rules and Regulations for sewer related issues.

Mr. Sullivan reminded the Board that Ethics forms are due by May 1, 2015.

Revised Personnel Policy Manual – Tabled until next month's Board meeting.

FINANCIAL REPORT:

Approval of Monthly Expenditures – A motion was made by Mr. Mitchell and seconded by Mr. Riesberg to pay the expenditures and bills as presented in the amount of \$178,250.97, carried 3-0.

ADJOURNMENT:

A motion to adjourn the meeting at 7:25 p.m. was made by Mr. Mitchell and seconded by Mr. Riesberg, carried 3-0.

Minutes Prepared by Dottie Winterbottom