

**WHITEMARSH TOWNSHIP AUTHORITY
MINUTES OF THE MEETING
February 19, 2020**

CALL TO ORDER:

The Meeting of the Board of the Whitemarsh Township Authority on February 19, 2020, was called to order by Chairman Timothy Ferris at 7:00 p.m. at the Whitemarsh Township Building, 616 Germantown Pike, Lafayette Hill, Pennsylvania.

PLEDGE OF ALLEGIANCE

IN ATTENDANCE:

Board Members Present:

Timothy Ferris - Chairman
Jonathan Riesberg – Vice Chairman
Jeannette Quirus - Secretary
Jori Broad – Treasurer
Gene Swider – Assistant Secretary/Treasurer

Also in Attendance:

Michael Clarke, Esquire – Rudolph Clarke, LLC
Alex Glassman, Esquire – Rudolph Clarke, LLC
Allen Mason, P.E. – Carroll Engineering Corp.
Brent Wagner, Manager
Tom Bonjo, Assistant Operations Manager
Kyle Detweiler, Finance Director

PUBLIC COMMENT:

None.

CONFIRMED APPOINTMENTS:

Presentation by Christopher M. Gibbons of Concord Public Financial Advisors, Inc.

Mr. Gibbons reported that he was asked by the Authority to solicit proposals from various banks for the refinance of an existing 2014 Sewer Revenue Note and also the financing of additional money through a new Sewer Revenue Note. Mr. Gibbons received sixteen proposal from nine different banks for the refinance of the 2014 Note and eighteen proposals from nine different banks for the new 2020 Note. After much discussion between the board members and Mr. Gibbons, the Board decided on the banks to use which were in the Authority's best interest. As such, a motion was made by Mr. Ferris and seconded by Ms. Quirus to adopt Resolution No 2020-02 pertaining to obtaining these two new sewer notes, carried 5-0.

APPROVAL OF MEETING MINUTES:

A motion was made by Mr. Ferris and seconded by Ms. Quirus to approve the Minutes of the January 15, 2020 meeting of the Board, the motion carried 5-0.

STAFF REPORTS

EXECUTIVE SESSION:

The Board met in Executive Session to discuss a personnel matter and a potential litigation matter. The Board also consulted with one of its advisors on an issue.

ENGINEER'S REPORT:

Authority Office Building – Mr. Mason reported that a pre-bid meeting was held earlier today and about 20 contractors and suppliers showed up and asked a lot of questions. Mr. Mason also reported that bids for this project will be opened on March 4, 2020.

Whitemarsh Shopping Center – Mr. Mason reported that construction is underway for this project.

WASTEWATER MANAGER'S REPORT:

Mr. Wagner introduced the Authority's new Assistant Operations Manager, Tom Bonjo, to the Board.

Mr. Bonjo reported that he attended a meeting regarding the relocating of utility lines at the site of the Butler Pike sink hole in Plymouth Meeting. It was reported that the Authority will have to replace their existing sewer line instead of relocating it. The Authority will need to send out bids for a contractor to complete this project for us.

SOLICITOR'S REPORT:

Motion to Approve Reimbursement Agreement – A motion was made by Mr. Ferris and seconded by Ms. Quirus to approve the Reimbursement Agreement between the Authority and Edmund and Dorothy Lavan, concerning property located at 148 Red Rambler Road, Lafayette Hill, carried 5-0.

Mr. Glassman reported to the Board on an issue related to a property located at 717 Ridge Pike, Lafayette Hill. Mr. Glassman was contacted by the County because they would like to use the Authority's existing easement on the property to gain access to the property to install storm water lines and make other improvements. Mr. Glassman discussed with the Board his recommendation to charge the County a fee to use this easement. After discussion amongst the Board, it was decided that a fee will be charged to the County.

MANAGER'S REPORT:

Mr. Wagner reported that about 45 days ago, the plant was hit with something that affected the trickling filters. Staff took measures to correct the situation and the plant remained in compliance for the month of January.

Mr. Wagner reported that he is fine-tuning the Capital plan, especially relating to the need of the improvements at the pump stations.

Mr. Wagner reported that new policy procedures are being developed in relation to purchase orders.

Mr. Wagner reported that Waste Management notified our staff that they did not follow proper protocol relative to our bio solids and stopped hauling our sludge. Staff made sure compliance was met within a week and got back on track with Waste Management.

Mr. Wagner reported that our new Assistant Operations Manager Tom Bonjo was slated to start his employment with the Authority on February 10 but started on February 1 instead.

Mr. Wagner reported that he stopped in at the plant a few Saturday's ago and found there to be a problem with the sludge holding tank. New valves were ordered and installed to correct the problem.

Mr. Wagner reported that he is looking into ammonia monitors to help in plant operations instead of just relying on laboratory tests.

FINANCIAL REPORT:

Mr. Detweiler reported on the monthly financial statement and asked the Board if they had any questions.

Mr. Detweiler reported that the Whitmarsh Township Director of Parks and Recreation asked if the Authority would be willing to put a one page insert advertising the Township's summer camps and spring/summer classes in with our spring bills mailed out to our residents. After discussion amongst the Board members, it was decided that the Authority will not be including these inserts with the spring billing.

Mr. Detweiler discussed with the Board members various options in reviewing invoices and checks prior to the monthly Board meetings.

Approval of Monthly Expenditures – A motion was made by Mr. Ferris and seconded by Mr. Riesberg to pay the expenditures and bills as presented in the amount of \$452,260.75, carried 5-0.

ADJOURNMENT:

A motion to adjourn the meeting at 9:15 p.m. was made by Mr. Ferris and seconded by Ms. Quirus, carried 5-0.

Minutes Prepared by Dottie Winterbottom