

**WHITEMARSH TOWNSHIP AUTHORITY
MINUTES OF THE MEETING
January 16, 2019**

CALL TO ORDER:

The Meeting of the Board of the Whitemarsh Township Authority on January 16, 2019, was called to order by Chairman Timothy Ferris at 5:00 p.m. at the Whitemarsh Township Meeting Room, 616 Germantown Pike, Lafayette Hill, Pennsylvania.

PLEDGE OF ALLEGIANCE

IN ATTENDANCE:

Board Members Present:

Timothy Ferris - Chairman
Jonathan Riesberg – Vice Chairman
Jori Broad – Assistant Secretary/Treasurer

Also in Attendance:

Michael Clarke, Esquire – Rudolph Clarke, LLC
Allen Mason, P.E. – Carroll Engineering Corp.
Brent Wagner – Executive Director
Kyle Detweiler - Finance Director

REORGANIZATION

A Motion was made by Mr. Riesberg and seconded by Mr. Ferris to appoint Ms. Broad as temporary Chairman for the Reorganization portion of the meeting, the motion carried 3-0.

CHAIRMAN – A motion was made by Mr. Riesberg and seconded by Mr. Ferris to nominate Tim Ferris to the position of Chairman. The motion carried 3-0 to appoint Mr. Ferris to the position of Chairman.

VICE CHAIRMAN – A motion was made by Mr. Ferris and seconded by Ms. Broad to nominate Jonathan Riesberg to the position of Vice Chairman. The motion carried 3-0 to appoint Mr. Riesberg to the position of Vice Chairman.

SECRETARY – A motion was made by Ms. Broad and seconded by Mr. Ferris to nominate Ms. Quirus to the position of Secretary. The motion carried 3-0 to appoint Ms. Quirus to the position of Secretary.

TREASURER – A motion was made by Mr. Riesberg and seconded by Mr. Ferris to nominate Ms. Broad to the position of Treasurer. The motion carried 3-0 to appoint Ms. Broad to the position of Treasurer.

ASSISTANT SECRETARY/TREASURER – This position will be filled when a fifth board member is elected.

OPEN RECORDS OFFICER – A motion was made by Mr. Ferris and seconded by Ms. Broad to nominate Kyle Detweiler to the position of Open Records Officer. The motion carried 3-0 to appoint Mr. Detweiler to the position of Open Records Officer.

SOLICITOR – A motion was made by Mr. Ferris and seconded by Mr. Riesberg to re-appoint Michael Clarke, Esquire of Rudolph & Clarke, LLC as solicitor for the Authority. The motion carried 3-0.

ENGINEER – A motion was made by Mr. Ferris and seconded by Mr. Riesberg to re-appoint Allen Mason, P.E. of Carroll Engineering Corp. as Engineer for the Authority. The motion carried 3-0.

AUDITOR/CERTIFIED PUBLIC ACCOUNTANT – A motion was made by Mr. Ferris and seconded by Mr. Riesberg to re-appoint Cathy Seiler of Brinker Simpson & Co. as Auditor for the Authority. The motion carried 3-0.

MANAGEMENT CONSULTANT - A motion was made by Mr. Ferris and seconded by Mr. Riesberg to re-appoint Brent Wagner as Management Consultant of the Authority. The motion carried 3-0.

REORGANIZATION ADJOURNMENT

A motion was made by Mr. Ferris and seconded by Mr. Riesberg to adjourn the reorganization portion of the meeting, carried 3-0.

PUBLIC COMMENT:

None.

CONFIRMED APPOINTMENTS:

None.

APPROVAL OF MEETING MINUTES:

A motion was made by Mr. Ferris and seconded by Ms. Broad to approve the Minutes of the December 19, 2018 meeting of the Board, the motion carried 3-0.

STAFF REPORTS

ENGINEER'S REPORT:

Chlorination/De-Chlorination System – Mr. Mason reported that this project is nearly completed and is just working with the contractor on the punch list items. Mr. Mason has recommended payment no. 1 to the contractor.

Authority Portable Emergency Generator – Mr. Mason reported that he forwarded the Notice of Award to the contractor in December and the contractor has since returned the executed contract documents and has furnished the requisite performance and payment bonds.

Secondary Trickling Filter Upgrade – Mr. Mason reported that he received bids yesterday for the project. They were coming in a little higher than he estimated. A preconstruction meeting will be held sometime in the next two weeks.

Sewer Root Control Contract (2019) – Mr. Mason reported that he is working with Mr. Newell to develop a scope of areas that need to be treated under this two year contract. Once he receives this information from Mr. Newell, Mr. Mason will get permission from the Authority to put this project out to bid.

Motion to Pay Blooming Glen Contractors – A motion was made by Mr. Ferris and seconded by Ms. Broad to pay Blooming Glen Contractors' Application for Payment No. 1, for Contract 18-1, Water Pollution Control Center Disinfection Conversion, in the amount of \$123,057.87, carried 3-0.

Motion to Proceed with Obtaining Bids for Root Control Contract 2019– A motion was made by Mr. Ferris and seconded by Mr. Riesberg for Mr. Mason to proceed with obtaining bids for the 2019 Sewer Root Control Contract, carried 3-0.

WASTEWATER MANAGER'S REPORT:

See Manager's Report.

SOLICITOR'S REPORT:

Mr. Clarke reminded the Board of the presentation last month by Kevin Fox of HRG regarding the proposed rate increase for 2019. Mr. Clarke indicated that the March meeting would be the final date which the rate increase could be adopted before the April sewer billing goes out. So if any board member needs any additional information regarding the rate study conducted by HRG, they should ask for it now.

Motion to Approve Sewage Disposal Agreement – A motion was made by Mr. Ferris and seconded by Mr. Riesberg to approve the Sewage Disposal Agreement between the Authority and Janssen Pharmaceuticals, Inc., successor in business to McNeil-PPC, Inc., concerning property located at 7050 Camp Hill Road, carried 3-0.

Motion to Approve Resolution No. 2019-01 - A motion was made by Mr. Riesberg and seconded by Ms. Broad to approve Resolution No. 2019-01 which reduces the escrow balance of MJ3 Properties, LLC to \$7,500.00 for a project located at Bethlehem Pike and Henry Lane, carried 3-0.

Mr. Clarke reported that there was an asset meeting at Plymouth Township regarding the potential purchase of a portion of their sewer system in which the Authority's professional staff, along with Mr. Wagner and Mr. Detweiler, attended. The Authority entered into a Confidentiality Agreement with Plymouth Township giving them access to confidential documents which are available to all potential bidders. Mr. Fox of HRG will begin his review and valuation of the Plymouth system and present his findings at an upcoming board meeting at which time the board can decide whether or not they want to move forward in the bidding process.

MANAGER'S REPORT:

Mr. Wagner reported that the plant is operating very well and is continuing to be in compliance every month.

Mr. Wagner reported that the repairs and maintenance are complete on primary tanks one and two. Mr. Wagner hopes to get at least 15 years out of them with regular maintenance.

Mr. Wagner reported that he hopes to have the architect's rendering of the new office building by February so Mr. Clarke and Mr. Mason can go to the Township for approval.

Mr. Wagner reported that there was one injury last month to an employee who hurt his back cleaning out a box.

FINANCIAL REPORT:

Motion to Ratify 2019 Insurance Renewals – A motion was made by Mr. Ferris and seconded by Mr. Riesberg to ratify the Authority's 2019 Insurance renewals, retroactive to January 1, 2019, carried 3-0.

Approval of Monthly Expenditures – A motion was made by Mr. Ferris and seconded by Ms. Broad to pay the expenditures and bills as presented in the amount of \$357,997.34, carried 3-0.

Mr. Detweiler stated that he will ask at the Township meeting tomorrow about obtaining a replacement board member to fill the Authority's open seat as Assistant Secretary/Treasurer.

ADJOURNMENT:

A motion to adjourn the meeting at 5:45 p.m. was made by Mr. Riesberg and seconded by Ms. Broad, carried 3-0.

Minutes Prepared by Dottie Winterbottom