

**WHITEMARSH TOWNSHIP AUTHORITY
MINUTES OF THE MEETING
July 26, 2017**

CALL TO ORDER:

The Meeting of the Board of the Whitemarsh Township Authority on July 26, 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
Carolyn Hanel
Jonathan Riesberg
Jeannette Quirus

Also in Attendance:

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

PUBLIC COMMENT:

None.

CONFIRMED APPOINTMENTS:

Joseph A. Guagno, P.E., of Instrumentation, Control & Energy Engineering, LLC gave a report to the Board of the progress thus far in installing the SCADA System.

Motion to Pay Trijay Systems, Inc. – A motion was made by Ms. Hanel and seconded by Ms. Quirus to pay Trijay Systems, Inc.'s Application for Payment No. 16127-2, for IC&EE Project No. 158-002, Whitemarsh SCADA System, in the amount of 194,175.00, carried 4-0.

APPROVAL OF MEETING MINUTES:

A motion was made by Ms. Quirus and seconded by Mr. Ferris to approve the minutes of the June 21, 2017 meeting of the board, the motion carried 4-0.

EXECUTIVE SESSION REPORT

Mr. Clarke reported that an Executive Session was held at the conclusion of the June 21, 2017 board meeting to discuss personnel matters.

Mr. Clarke reported that Executive Sessions were also held on July 11, July 17 and July 20, 2017 to discuss personnel matters.

Mr. Clarke reported that an Executive Session was held before tonight's meeting to discuss personnel matters.

STAFF REPORTS

ENGINEER'S REPORT:

Chlorine and Sulfur Dioxide Procurement – Mr. Mason reported that he has received the executed contract documents back from JCI Jones Chemicals and has them here tonight for the appropriate signatures.

Sludge Disposal Contract – Mr. Mason reported that he forwarded the bidding and contract documents to the Authority's solicitor for review and once approved, Mr. Mason is requesting that the Authority advertise this contract for bids.

Chlorination/De-Chlorination System – Mr. Mason reported that all drawings are complete and he is ready to submit the Water Quality Management Permit Amendment Application to the PADEP.

PADEP Notice of Violation (NOV) – Mr. Mason reported that there was recently a preconstruction meeting held with the contractor who will be making the improvements to the secondary recirculation piping at the plant. The contractor is in the process of obtaining all of the materials needed for this project and will contact Mr. Mason shortly in regard to his schedule.

The Reserve at Creekside (aka Creekside Commons) – Mr. Mason reported that to date, 112 townhomes are connected and that his firm is continuing to perform sewer inspections as needed.

McNeil-East Valley Green Road Force Main – Mr. Mason reported that the "as-built" drawings for the gravity sewer main were recently submitted to his office and are currently under review.

Oaks at Lafayette Hill – Mr. Mason reported that Toll Brothers sent him a request last week asking to reduce their financial security. Mr. Mason will look into this and ask the Board for their consideration at next month's meeting.

336 Skippack Pike – Mr. Mason reported that everything is relatively complete for this project, except for a few punch list items.

WASTEWATER MANAGER'S REPORT:

Mr. Tagert reported that Waste Management notified him on July 18 that the permit to haul sludge to their facility had expired on July 12. They cannot accept any sludge from us until we send them a lab report and we renew our permit. Sludge samples were sent out on July 18 and will be sent to Waste Management upon receiving the results. Mr. Tagert reported that he has now set up annual testing with M.J. Reider so this annual permit renewal does not get missed in the future.

Mr. Tagert reported that the preconstruction meeting took place with the contractor to get piping installed at the plant. He expects this work to begin sometime in August.

Mr. Tagert reported that there was a water main break at Germantown Academy on June 26 which was causing a high flow situation at Pump Station #13. Staff responded quickly preventing an overflow from happening.

Mr. Tagert reported that as part of annual maintenance, he had Franc Environmental come in to clean out grease and grit from several pump stations.

Mr. Tagert reported that the SCADA project is moving along. He mentioned that there could possibly be a change order in the future as things may need to be added to the SCADA system once the Authority installs their new chlorination system.

Mr. Tagert reported that he is looking into setting up CPR and first aid training for the staff.

SOLICITOR'S REPORT:

Mr. Clarke reported that most of his time last month was devoted to personnel matters at the Authority.

Other – Mr. Clarke reported that the developer who he reported on at last month's meeting that did not pay a tapping fee from a project started years ago has recently paid the required tapping fee to the Authority.

MANAGER'S REPORT:

Mr. Detweiler asked for confirmation on what board members will be attending the PMAA Annual Conference and Trade Show so he can get them registered.

Mr. Detweiler reported that a portable computer will be set up in the Authority offices in regard to the SCADA system.

Mr. Detweiler reported that the Authority staff will soon be sending out another round of lien letters to delinquent customers.

FINANCIAL REPORT:

Approval of Monthly Expenditures – A motion was made by Mr. Ferris and seconded by Ms. Quirus to pay the expenditures and bills as presented in the amount of \$295,507.41 carried 4-0.

OTHER:

Board member Carolyn Hanel announced her resignation effective August 18, 2017. A motion was made by Mr. Ferris and seconded by Mr. Riesberg to accept the resignation of Carolyn Hanel, effective as of August 18, 2017, carried 4-0.

ADJOURNMENT:

A motion to adjourn the meeting at 7:45 p.m. was made by Ms. Hanel and seconded by Mr. Riesberg, carried 4-0.

Minutes Prepared by Dottie Winterbottom