

**WHITEMARSH TOWNSHIP AUTHORITY
MINUTES OF THE MEETING
March 16, 2016**

CALL TO ORDER:

The Meeting of the Board of the Whitemarsh Township Authority on March 16, 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
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:

Cathy Seiler, CPA, of Brinker Simpson & Company, LLC presented the 2015 financial audit of the Authority. Ms. Seiler highlighted specific areas of the audit and answered all questions the Board posed to her. A motion was made by Mr. Riesberg and seconded by Mr. Mitchell to adopt the audited 2015 financial statement, carried 4-0.

APPROVAL OF MEETING MINUTES:

A motion was made by Ms. Hanel and seconded by Mr. Riesberg to approve the Minutes of the February 17, 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. 3, for Contract 15-3, Pump Stations 5A and 7 Upgrades, in the amount of \$143,600.00, carried 4-0.

Applewood Drive/Brook Lane Sewer Replacement Project – Mr. Mason reported that the contractor was going to start the lawn restoration work either today or tomorrow.

PCB Minimization Plan and Monitoring – Mr. Mason reported that he has been in contact with the lab and is scheduling the sampling associated with the PCB trackdown study and the TMDL sampling.

Sewer Root Control Contract – Mr. Mason reported that he has received the bonds and executed Agreements from the contractor. These agreements will need to be signed at tonight’s board meeting. Once this is done, Mr. Mason will issue a Notice to Proceed to the contractor.

Annual Wasteload Management (Chapter 94) Report – Mr. Mason reported that he has a draft report completed which he will be forwarding to the Authority Manager for his review this week.

Wissahickon TMDL – Mr. Mason reported that there was a meeting to discuss water quality improvement with the DEP and municipalities that flows go to the Wissahickon Creek. He reported that the EPA is trying to foster a deal with the DEP to “shelve” the TMDL for 15 years.

Cricket Road/West Valley Green Road – Mr. Mason reported that he will be presenting to the board at next month’s meeting regarding the potential of public sewer in this area.

Fairway Road/Joshua Knoll Sanitary Sewer Replacement Project – Mr. Mason reported that this project is out to bid right now. Bids will be opened on April 6, 2016.

The Reserve at Creekside – Mr. Mason reported that to date 44 townhomes have been connected and stated that he is finishing his review of the sanitary sewer videos.

McNeil – East Valley Green Road Force Main – Mr. Mason reported that he will be meeting with representatives of McNeil and the Authority tomorrow at the Authority offices.

Oaks at Lafayette Hill – Mr. Mason reported that sewer construction on Cedar Grove Road will commence tomorrow.

Cold Point Commercial (CVS) – Mr. Mason reported that a draft review letter is completed and he will be submitting it to the Authority Manager within the next few weeks for his review.

Whitemarsh Station – Mr. Mason reported that as of today’s date, four homes have been connected to public sewer.

Whitemarsh Continuing Care Retirement Community – Mr. Mason reported that he has a review letter prepared and will be forwarding it to the Authority Manager shortly.

Pump Stations 5a and 7

Change Order No. 1 for Blooming Glen Contractors, Inc. – A motion was made by Ms. Hanel and seconded by Mr. Riesberg to approve Change Order No. 1 for Contract 15-3, General Construction, to make additional repairs to Pump Station 7, including the replacement of the existing fence, in the amount of \$10,835.59, carried 4-0.

Work Change Directive No. 1 for Blooming Glen Contractors, Inc. – A motion was made by Ms. Hanel and seconded by Mr. Riesberg to approve Work Change Directive No. 1 for Contract 15-3, General Construction, to replace existing valves at Pump Station 5A, for an amount not to exceed \$5,905.71, carried 4-0.

Change Order No. 1 for BSI Electrical Contractors – A motion was made by Ms. Hanel and seconded by Mr. Riesberg to approve Change Order No. 1 for Contract 15-4, Electrical, to provide underground electrical service instead of aerial service as originally proposed, in the amount of \$10,773.00, carried 4-0.

Application for Payment No. 3 to Blooming Glen Contractors, Inc. – A motion was made by Ms. Hanel and seconded by Mr. Mitchell to approve Application for Payment No. 3 to Blooming Glen Contractors, Inc. for Contract 15-3, General Construction, in the amount of \$143,600.00, carried 4-0.

WASTEWATER MANAGER’S REPORT:

Lorenzo Cuoci reported that there was a catastrophic failure on clarifier #1 at the plant and is in the process of being repaired. He also stated that maintenance is complete on the press and it is now in excellent condition.

Mr. Cuoci also reported that all sewer personnel have completed their confined space training and are all certified, and they have all been trained on the two new gas meters that have been purchased. Mr. Cuoci also stated that all sewer personnel have been given their safety gear, including goggles, gloves and high visibility clothing. Hard hats are on order.

Mr. Cuoci reported that the DEP was out to the plant to do an inspection. He is awaiting the final report.

SOLICITOR’S REPORT:

Mr. Glassman reported that in the board packet there is a memorandum from Rudolph Clarke, LLC regarding the purchasing of a clarifier drive on an emergency basis without public bidding, for the Board’s review.

Motion to Execute Contract for Professional Services for 336 Skippack Pike – A motion was made by Mr. Riesberg and seconded by Mr. Mitchell to execute the Contract for Professional Services between the Authority and Austin and Patricia Meehan, concerning property located at 336 Skippack Pike, carried 4-0.

Motion to Adopt Resolution No. 2016-01 – A motion was made by Ms. Hanel and seconded by Mr. Riesberg to adopt Resolution No. 2016-01 which will reduce the performance letter of credit of Phipps Station Group, LLC to \$18,307.25 for a project located at 5130 and 5136 Butler Pike, Plymouth Meeting, PA, carried 4-0.

Oaks at Lafayette Hill – A motion was made by Mr. Riesberg and seconded by Mr. Mitchell to approve the Grant of Easement and Dedication of Sanitary Sewer Facilities of the Oaks of Lafayette Hill, carried 4-0.

MANAGER’S REPORT:

Rate Study Update – Mr. Sullivan, the Authority Manager, discussed extensively again the rate study prepared by Howard J. Woods, Jr., P.E. He answered all questions posed by the Board and reiterated the potential need for a rate increase to ensure the Authority is in a good financial position moving forward to enable them to continually pay their bills and make any capital improvements which they are required to do. Mr. Sullivan stated that Mr. Woods will be in attendance at the April board meeting to give another presentation and answer any questions related to his study. After hearing the presentation, the adoption of the rate study will be put to vote. If the rate study is adopted by the Board, the rate increase will take effect immediately and residential customers will see this increase in their next bill which will be sent out soon after the April board meeting. Commercial customers will see their increase in their May bills. Mr. Sullivan also stated that any resident wishing to review Mr. Woods’ rate study analysis can do so by visiting our website and clicking on 2016 Rate Study.

Plant Tour - Mr. Sullivan asked the Board if they would like to tour the plant since upgrades have been completed, possibly before the May board meeting.

FINANCIAL REPORT:

Approval of Monthly Expenditures – A motion was made by Ms. Hanel and seconded by Mr. Riesberg to pay the expenditures and bills for March 2016 as presented in the amount of \$331,227.64, 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.

Minutes Prepared by Dottie Winterbottom