

**WHITEMARSH TOWNSHIP AUTHORITY  
MINUTES OF THE MEETING  
March 17, 2021**

**CALL TO ORDER:**

The Meeting of the Board of the Whitemarsh Township Authority on March 17, 2021, was called to order by acting Chairman Jonathan Riesberg at 7:00 p.m. and held via video conferencing. This change in location was announced by placing a Notice on the front door at the Whitemarsh Township Building, 616 Germantown Pike, Lafayette Hill, Pennsylvania and also by a Notice posted on the Authority's website.

**PLEDGE OF ALLEGIANCE**

**IN ATTENDANCE:**

*Board Members Present:*

Timothy Ferris – Chairman (excused absence – ill)  
Jonathan Riesberg – Vice Chairman  
Jeannette Quirus - Secretary  
Jori Broad – Treasurer  
Gene Swider – Assistant Secretary/Treasurer

*Also in Attendance:*

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

**PUBLIC COMMENT:**

None.

**APPROVAL OF MEETING MINUTES:**

A motion was made by Ms. Quirus and seconded by Ms. Broad to approve the Minutes of the February 17, 2021 meeting of the Board, the motion carried 4-0.

**STAFF REPORTS**

**ENGINEER'S REPORT:**

**Motion to Pay Application for Payment No. 8 (Contract 20-1E)** – A motion was made by Ms. Quirus and seconded by Ms. Broad to pay Application for Payment No. 8 (Contract 20-1E) in the amount of \$46,812.11 to Lenni Electric Corporation, carried 4-0.

**Motion to Pay Application for Payment No. 9 (Contract 20-1G)** – A motion was made by Ms. Broad and seconded by Ms. Quirus to pay Application for Payment No. 9 (Contract 20-1G) in the amount of \$79,954.14 to McCarthy Construction, Inc., carried 4-0.

**New Authority Office Building** – Mr. Mason reported that the general construction contractor provided a schedule update which projects the substantial completion date as April 9 but it is his understanding that a time extension will be requested by all of the contractors.

**Sludge Dewatering Facilities** – Mr. Mason reported that he has received the bonds and insurance documents from BSI Electrical Contractors for the electrical contract. He anticipates receiving the same documents from Blooming Glen Contractors, the general contractor, in the very near future. Mr. Mason also reported that the mechanical contract is out for re-bid and bids will be opened for this contract on April 7.

**Ridge Pike Widening Project** – Mr. Mason reported that he has almost all of the necessary information to complete the Authority's cost estimate. He's just waiting on a few sewer videos to review.

**Creek Lane** – Mr. Mason reported that he received a phone call from representatives of Creek Lane Homeowner's Association regarding the possibility of abandoning their private sewage treatment plant and connecting to public sewer. Mr. Mason was told that there will be a meeting of all of the homeowners next week to try to get a feel of how many people would be interested in moving ahead with this project.

#### **WASTEWATER MANAGER'S REPORT:**

See Manager's Report.

#### **SOLICITOR'S REPORT:**

**Motion to Approve Contract for Professional Services** – A motion was made by Ms. Quirus and seconded by Ms. Broad to approve a Contract for Professional Services between the Authority and 7111 Sheaff Lane, carried 4-0.

**Motion to Approve Deed of Dedication** – A motion was made by Ms. Quirus and seconded by Ms. Broad to approve the Deed of Dedication between the Authority and Phipps Station Group, LLC, carried 4-0.

**Motion to Approve Sewer Work Agreement** – A motion was made by Ms. Quirus and seconded by Ms. Broad to approve the Sewer Work Agreement with Montgomery County for the Ridge Pike project, upon final review from our solicitor's office, carried 4-0.

**Administration Building Update** – Mr. Glassman stated that he will hold off on the discussion of a date to move out of the old administrative building until he gets a more definitive date of when the new administrative building will be ready for occupancy.

#### **MANAGER'S REPORT:**

Mr. Wagner reported that the plant is operating well and was in compliance for the month of February. Staff is doing an excellent job.

Mr. Wagner reported that the staff is still working under the Emergency Operation Plan due to Covid.

Mr. Wagner reported that we received the first load of the trickling filter media and it was installed last Thursday. The second and final load will be arriving in the next few weeks and once that's installed, the level will be where it needs to be to function properly.

Mr. Wagner talked to the Board about possibly bidding out a flagger for the Authority, on an as-needed basis, when staff is out working on a busy street so they can focus on the job at hand, instead of worrying about their safety. Mr. Wagner said that he will work with our solicitor's office to put a bid package together.

Mr. Bonjo reported that staff has had to replace numerous rings on manhole covers due to plow trucks hitting them during snow storms.

Mr. Bonjo reported that DEP came out to the plant in response to an odor issue being reported to them. It was discovered that the odor was coming from the leaf collection composting program of the Public Works Department.

#### **FINANCIAL REPORT:**

Mr. Detweiler reported on the Authority's revenue and expenditure numbers for the month.

Mr. Detweiler reported that the Authority audit is almost complete and it will be presented at next month's meeting. Mr. Detweiler anticipates meeting with the Finance Committee prior to the meeting to review the audit.

Mr. Detweiler reported that he will be asking for a motion to purchase furniture through Costars for the new administration building at next month's meeting.

Mr. Detweiler asked the Board if they were still in favor of offering residents a 90 day extension to the discount period for the spring billing due to Covid hardships that some residents may be experiencing. The Board was in favor of continuing this discount extension through 2021. A discussion also ensued regarding the timing of resuming delinquent letters to residents whose accounts are seriously overdue. Mr. Detweiler will work with our solicitor's office on updating a policy regarding delinquent letters.

**Approval of Monthly Expenditures** – A motion was made by Ms. Broad and seconded by Ms. Quirus to pay the expenditures and bills as presented in the amount of \$426,676.40, carried 4-0.

#### **ADJOURNMENT:**

A motion to adjourn the meeting at 7:40 p.m. was made by Ms. Broad and seconded by Ms. Quirus, carried 4-0.

*Minutes Prepared by Dottie Winterbottom*