

**WHITEMARSH TOWNSHIP AUTHORITY
MINUTES OF THE MEETING
November 18, 2015**

CALL TO ORDER:

The Meeting of the Board of the Whitemarsh Township Authority on November 18, 2015, was called to order by Chairperson Carolyn Hanel 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:

Carolyn Hanel, Chairperson
Timothy Ferris
Jonathan Riesberg

Also in Attendance:

Michael Sullivan, Private Utility Enterprises, Inc. – Authority Management Consultant
Michael Clarke, Esquire – Rudolph Clarke, LLC
Alexander M. Glassman, Esquire - Rudolph Clarke, LLC
Allen Mason, P.E. – Carroll Engineering Corp.
Kyle Detweiler, Director of Finance of WTA
Patrick Sarro, Wastewater Manager

PUBLIC COMMENT:

Whitemarsh Township resident, Lauren Steinberg, who lives at 276 Birch Drive, Lafayette Hill, was in attendance at the meeting. Ms. Steinberg addressed the board regarding a sewage back-up issue that occurred in her house and a few neighboring houses on the evening of November 16. Ms. Steinberg stated she was very happy with the quick response of the cleanup service provided by the Authority. However, concerning her own residence, since mostly everything in her basement was ruined, she was forced to put in a claim to her homeowner's insurance company. She would like for the Authority to help with the cost of her deductible. Ms. Hanel explained to her that since this incident just recently occurred and there is no established policy regarding this kind of issue, we will need some time to gather information in order to make a decision. Mr. Sullivan stated that this matter will be put on next month's agenda for action. Mr. Clarke added that at the next monthly board meeting, if the Board agrees to reimburse Ms. Steinberg's deductible, as well as other affected homeowners who have submitted insurance claims, a release will need to be executed by each person.

CONFIRMED APPOINTMENTS:

None.

APPROVAL OF MEETING MINUTES:

A motion was made by Mr. Ferris and seconded by Mr. Riesberg to approve the Minutes of the October 21, 2015 meeting of the Board, the motion carried 3-0.

STAFF REPORTS

ENGINEER'S REPORT:

Applewood Drive/Brook Lane Sewer Replacement Project – Mr. Mason reported that the contractor was out this week to do the seeding of the lawns and stated they will be back in the spring to finish up restoring the lawns. Letters were sent out to the homeowners informing them of this.

Creekside Commons - Mr. Mason reported that the developer is requesting a start-up date of December 2nd for the pump station at Creekside. Mr. Sullivan discussed the potential of having stone or paving around the pump station, instead of grass.

Motion to Pay Out of Site Infrastructure, Inc. – A motion was made by Mr. Ferris and seconded by Mr. Riesberg to pay Out of Site Infrastructure, Inc.'s Application for Payment No. 3, for Contract 14-5, Applewood Drive and Brook Lane Sewer Replacement, in the amount of \$56,662.92, carried 3-0.

WASTEWATER MANAGER'S REPORT:

Mr. Sarro reported that ammonia levels are up at the plant. They're working on getting them stabilized.

Mr. Sarro also reported that a new fence was installed at Pump Station #9.

SOLICITOR'S REPORT:

Springfield Matter – Mr. Clarke stated that there is no update to report on this matter at the present time.

MANAGER'S REPORT:

Authority Operations – Mr. Sullivan reported that the Employee Agreements and Personnel Policy Manuals have been distributed to the employees. Mr. Sullivan met with the employees to go over any issues they had with these handouts. After meeting with the employees, all questions were answered and everyone seems in agreement with the policies.

SCADA – Mr. Sullivan discussed the proposal of Mr. Guagno to start the design phase of the SCADA system which was presented at last month's board meeting. A motion was made by Mr. Ferris and seconded by Mr. Riesberg to approve the proposal of Instrumentation, Control & Energy Engineering, LLC to begin the design, bidding and construction management of this project, for a cost not to exceed 65,000.00, carried 3-0.

Residential Rate Study – A motion was made by Mr. Ferris and seconded by Mr. Riesberg to approve the proposal of Howard J. Woods, Jr. & Associates, LLC to evaluate the Authority's residential rates, for an amount not to exceed \$11,900.00, carried 3-0.

2016 Operating Budget - Mr. Sullivan discussed the draft 2016 Operating Budget and answered any questions from the board. A motion was made by Mr. Ferris and seconded by Mr. Riesberg to accept the proposed 2016 Operating Budget as presented, carried 3-0.

FINANCIAL REPORT:

Approval of Monthly Expenditures – A motion was made by Mr. Ferris and seconded by Mr. Riesberg to pay the expenditures and bills for November 2015 as presented in the amount of \$373,885.30, carried 3-0.

ADJOURNMENT:

A motion to adjourn the meeting at 8:00 p.m. was made by Mr. Ferris and seconded by Mr. Riesberg, carried 3-0.

Minutes Prepared by Dottie Winterbottom