

**WHITEMARSH TOWNSHIP AUTHORITY
MINUTES OF THE MEETING
November 20, 2019**

CALL TO ORDER:

The Meeting of the Board of the Whitemarsh Township Authority on November 20, 2019, was called to order by Chairman Timothy Ferris at 7:00 p.m. at the Whitemarsh Township Building, 616 Germantown Pike, Lafayette Hill, Pennsylvania.

PLEDGE OF ALLEGIANCE

IN ATTENDANCE:

Board Members Present:

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

Also in Attendance:

Michael Clarke, Esquire – Rudolph Clarke, LLC
Alex Glassman, Esquire – Rudolph Clarke, LLC
Allen Mason, P.E. – Carroll Engineering Corp.
Brent Wagner, Manager
Leland Newell, Operations Manager
Kyle Detweiler, Finance Director

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 October 16, 2019 meeting of the Board, the motion carried 4-0.

STAFF REPORTS

ENGINEER’S REPORT:

Authority Office Building – Mr. Mason reported that the Authority is scheduled to appear before the Shade Commission on December 3.

Incinerator Building Demolition – Mr. Mason reported that the work is complete and this contract should be closed out very shortly.

252 Roberts Avenue – Mr. Mason reported that the developer submitted revised plans and Mr. Mason provided comments on the Planning Module Mailer to the Authority in a letter dated October 17.

Hill at Whitemarsh – Mr. Mason reported that sewer connections are completed in 4 of the buildings under construction.

Motion to Approve GIS System Update – A motion was made by Mr. Ferris and seconded by Mr. Swider to approve Carroll Engineering, Inc. updating the Authority’s GIS System, carried 4-0.

Mr. Ferris asked if anyone wanted to discuss the new Authority office building as two board members were absent from last month’s board meeting when a discussion ensued. As no one had any additional comments, it was agreed that Mr. Mason would look to get approval at December’s board meeting to bid out this project.

WASTEWATER MANAGER’S REPORT:

Mr. Newell reported that the plant is running well.

Mr. Newell reported that the demolition of the incinerator building is completely done.

Mr. Newell reported that the staff participated in Confined Space Training.

Mr. Newell reported that all of the Authority’s gas detectors are getting calibrated.

Mr. Newell reported that staff will be undergoing CPR training during the first week of December.

SOLICITOR’S REPORT:

Motion to Approve Sewage Disposal Agreement – A motion was made by Ms. Broad and seconded by Mr. Swider to approve the Sewage Disposal Agreement between the Authority and Glenmont Associates Ltd Partnership, concerning property located at 10 Ridge Pike, carried 4-0.

MANAGER’S REPORT:

Mr. Wagner reported plant operations are running very well.

Mr. Wagner reported that the contractor doing the demolition of the incinerator building did a fantastic job. No safety issues were reported.

Mr. Wagner reported that the trickling filter project will commence in the spring.

Mr. Wagner reported that he had a kickoff meeting with the coach that was hired to assess and work with the operations staff.

Mr. Wagner reported that over the next few months he will be working alongside Mr. Newell and Mr. Mason to determine what projects will be upcoming to be included in the capital improvement plan. This includes visiting each pump station to see what, if any, improvements are needed.

FINANCIAL REPORT:

Mr. Detweiler reported that commercial bills will be sent out this week to our commercial residents.

Motion to Approve 2020 Operating Budget - Mr. Detweiler presented the proposed 2020 Operating Budget to the Board and highlighted some important information. A motion was then made by Mr. Ferris and seconded by Mr. Swider to approve the 2020 Operating Budget, carried 4-0.

Approval of Monthly Expenditures – A motion was made by Mr. Ferris and seconded by Mr. Swider to pay the expenditures and bills as presented in the amount of \$177,530.55, carried 4-0.

ADJOURNMENT:

A motion to adjourn the meeting at 7:30 p.m. was made by Mr. Ferris and seconded by Ms. Broad, carried 4-0.

Minutes Prepared by Dottie Winterbottom