

**WHITEMARSH TOWNSHIP AUTHORITY  
MINUTES OF THE MEETING  
September 23, 2014**

**CALL TO ORDER:**

The Meeting of the Board of the Whitemarsh Township Authority on September 23, 2014, was called to order by Chairperson Carolyn Hanel at 7:00 p.m. at the Whitemarsh Township Authority office, 462 Germantown Pike, Suite 1, Lafayette Hill, Pennsylvania.

**PLEDGE OF ALLEGIANCE**

**IN ATTENDANCE:**

*Board Members Present:*

Carolyn Hanel, Chairperson  
Timothy Ferris, Vice-Chairperson  
Jonathan Riesberg

*Also in Attendance:*

Michael Sullivan, Private Utility Enterprises, Inc. - Authority Management Consultant  
Allen Mason, Carroll Engineering – Authority Engineer  
Alexander M. Glassman, Esquire - Rudolph Clarke, LLC  
Patrick Sarro

**PUBLIC COMMENT:**

None.

**APPROVAL OF MEETING MINUTES:**

There was a Ferris – Riesberg motion to approve the Minutes of the August 20, 2014 meeting of the Board, the motion carried 3-0.

**STAFF REPORTS**

**ENGINEER'S REPORT:**

**Additions:**

**Sludge Removal Contract** – Mr. Mason reported that the sludge removal contract documents will need to be executed by the Board tonight.

**Conshohocken Brewing Company** – Mr. Mason reported that the sampling manhole has finally been installed.

**Motion to Pay LB Industries** – A motion was made by Mr. Ferris and seconded by Mr. Riesberg to pay LB Industries Payment Application #10 for Contract 13-1, General Construction – WPCC Project, in the amount of \$207,347.23, carried 3-0.

**Change Order #4** – A motion was made by Mr. Ferris and seconded by Mr. Riesberg to approve a change order from BSI in the amount of \$58,952.00 for electrical work, including a new PECO transformer, carried 3-0.

**Change Order #5** – A motion was made by Mr. Ferris and seconded by Mr. Riesberg to approve a change order from LB Industries in the amount of \$15,071.00 for enhancements to the headworks building, carried 3-0.

Mr. Ferris asked that, in the future, more detail be provided on all Change Orders.

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

Mr. Sarro reported a new Muffin Monster was installed in Pump Station No. 3. The old one was sent back via an exchange program.

Mr. Sarro also reported there was a small spill (approximately 50 gallons) at Pump Station No. 5a.

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

**Home Properties** – A motion was made by Mr. Ferris and seconded by Mr. Riesberg to approve a revised Reimbursement Agreement between the Authority and Home Properties, carried 3-0.

**Cold Point Farm** – A motion was made by Mr. Ferris and seconded by Mr. Riesberg to approve the Deeds of Dedication of Cold Point Farm, carried 3-0.

**New Cingular Wireless** – A motion was made by Mr. Ferris and seconded by Mr. Riesberg to approve and execute the agreement between the Authority and New Cingular Wireless, carried 3-0.

**Ratoskey and Trainor** – A motion was made by Mr. Ferris and seconded by Mr. Riesberg to approve a Contract for Professional Services for 252 Hillcrest Avenue in the amount of \$2,500.00 between the Authority and Ratoskey and Trainor, carried 3-0.

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

Mr. Sullivan reported that he met with Rick Mellor, Township Manager regarding future office space for the Authority employees. They discussed the possibility of the Authority operations moving back into the Township Building.

Mr. Sullivan also reported there was going to be a meeting tomorrow morning between the Township and the Authority employees regarding the Separation Agreement. The employees will need to decide if they are staying with the Authority or going over to the Township. Mr. Sullivan also stated that since the Authority is down one man due to Bill Gauger's retirement and also the possibility of some Authority employees going to the Township, we may need to hire some additional employees.

Mr. Sullivan also reported that the Rate Study is progressing nicely, but it will probably not be completed for this November's commercial billing.

**SCADA Proposal** – Mr. Sullivan reported that in response to some vandalism which took place at the treatment plant, the Authority should look into getting security cameras installed at the plant and some of the pump stations as part of the proposed SCADA system. A motion was made by Mr. Riesberg and

seconded by Mr. Ferris to have a cost projection and proposal put together by Joe Guagno of Instrumentation, Control & Energy Engineering, LLC, for a cost not to exceed \$10, 000 without further Board approval. The motion passed 3-0. Once the cost proposal is prepared, it will be presented at an upcoming Board meeting.

Mr. Sullivan reported that approximately six resumes came in for the position of Director of Finance at the Authority. Interviews are being scheduled.

**FINANCIAL REPORT:**

Mr. Sullivan discussed the Aged Accounts Report attached to the Board packet. The Board would like to see a summary of this report on a quarterly basis.

**Approval of Monthly Expenditures** – A motion was made by Mr. Riesberg and seconded by Mr. Ferris to pay the expenditures and bills as presented in the amount of \$517,521.91, carried 3-0.

**ADJOURNMENT:**

A motion to adjourn the meeting at 8:40 p.m. was made by Mr. Riesberg and seconded by Mr. Ferris, carried 3-0.

*Minutes Prepared by Dottie Winterbottom*