

**WHITEMARSH TOWNSHIP AUTHORITY
MINUTES OF THE MEETING
April 15, 2020**

CALL TO ORDER:

The Meeting of the Board of the Whitemarsh Township Authority on April 15, 2020, was called to order by Chairman Timothy Ferris at 7:00 p.m. and held via video conferencing. This change in location was announced by placing a Notice on the front door of 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
Jonathan Riesberg – Vice Chairman
Jeannette Quirus – Secretary
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
Thomas Bonjo, Operations Manager
Kyle Detweiler, Finance Director

PUBLIC COMMENT:

None.

CONFIRMED APPOINTMENTS:

Cathy N. Seiler, CPA, Brinker Simpson & Company, LLC

Ms. Seiler presented to the Board the 2019 Audit and Financial Statement and answered any and all questions posed to her from the Board members. As part of her presentation and in regard to the challenging times we're living in today, Ms. Seiler suggested that the Authority look into getting a lockbox to handle incoming sewer payments to minimize the amount of physical mail coming into the Authority office. Mr. Detweiler confirmed that he will look into this option for the Authority.

Motion to Accept the 2019 Audit and Financial Statement – A motion was made by Mr. Ferris and seconded by Ms. Broad to accept the 2019 Audit and Financial Statement as prepared by Cathy N. Seiler, CPA of Brinker Simpson & Company, LLC, carried 5-0.

APPROVAL OF MEETING MINUTES:

A motion was made by Mr. Riesberg and seconded by Ms. Broad to approve the Minutes of the March 18, 2020 meeting of the Board, the motion carried 5-0.

STAFF REPORT

ENGINEER'S REPORT:

252 Roberts Avenue – Mr. Mason reported that construction of the sewer on this project has been suspended due to the Governor's Executive Order.

Trickling Filter Project – Mr. Mason reported that he received a phone call from Blooming Glen Contractors regarding the installation of the trickling filter media. Blooming Glen is working with Mr. Bonjo in terms of establishing protocol and safety measures to be followed when they are allowed to be on site to begin this project.

WASTEWATER MANAGER'S REPORT:

Mr. Wagner will incorporate the Wastewater Manager's report in with his Executive Director's report.

SOLICITOR'S REPORT:

Motion to Adopt Resolution No. 2020-03 – A motion was made by Mr. Ferris and seconded by Ms. Quirus to adopt Resolution No. 2020-03 extending payment deadlines, carried 5-0.

Motion to Accept Bid of Lenni Electric Corporation (Contract 20-1E) – A motion was made by Mr. Ferris and seconded by Ms. Broad to accept the bid of Lenni Electric Corporation, for work related to the new Authority Office Building, at the end of the thirty (30) day review period, pending submission of all required documents, carried 5-0.

Motion to Accept Bid of McCarthy Construction, Inc. (Contract 20-1G) – A motion was made by Mr. Ferris and seconded by Ms. Quirus to accept the bid of McCarthy Construction, Inc. for work related to the new Authority Office Building, at the end of the thirty (30) day review period, pending submission of all required documents, carried 5-0.

Motion to Accept Bid of Hirschberg Mechanical LLC (Contract 20-1P) - A motion was made by Mr. Ferris and seconded by Mr. Riesberg to accept the bid of Hirschberg Mechanical LLC for work related to the new Authority Office Building, at the end of the thirty (30) day review period, pending submission of all required documents, carried 5-0.

Motion to Accept Bid of Hirschberg Mechanical LLC (Contract 20-1M) – A motion was made by Mr. Ferris and seconded by Ms. Broad to accept the bid of Hirschberg Mechanical LLC for work related to the new Authority Office Building at the end of the thirty (30) day review period, pending submission of all required documents, carried 5-0.

30 Sugar Maple Lane – Mr. Glassman updated the Board on this matter. Mr. Glassman stated that the Authority's insurance company has reached an agreement with the homeowner for a payment amount so they can make the necessary repairs to their home due to raw sewage damage.

MANAGER'S REPORT:

Mr. Wagner reported that the Emergency Operations Plan has been in effect for over a month now and has been working out very well. Staff is staying healthy and overall morale is very good.

Trickling Filter Project – Mr. Wagner reported that the trickling filter media will be arriving shortly and the project will proceed but no official date has been determined as of yet. Mr. Wagner is hoping to have protocol and safety guidelines in place by Friday with Blooming Glen so everyone stays safe and is following social distancing guidelines when the project commences. As an additional health and safety precaution, there will be porta potties on site for the contractors so they will not need to use the Authority's facilities.

Mr. Bonjo reported that there was a clog at 508 Brook Lane which possibly was caused by root issues at a right-a-way on Barren Hill Road. If that's the case, the Authority has a two year warranty with Duke's Root Control and they will come out and retreat that section of sewer lines.

Mr. Bonjo reported that staff is disinfecting the whole building for Team A starting tomorrow.

Mr. Bonjo reported that staff is wearing masks and gloves when they go out.

Mr. Wagner reported that PMAA reached out to all waste water facilities regarding a study being done by Harvard and MIT to look at the relation between the Coronavirus and raw sewage and how it can lead to tracking virus outbreaks. This is done by taking samples of raw sewage and analyzing it to see the concentration and levels of coronavirus proteins contained in it. Samples will be taken for 4 consecutive weeks, the first one of which was just taken this past Sunday. Mr. Wagner will provide details of this research study once data is collected.

FINANCIAL REPORT:

Mr. Detweiler reported that the monthly operating financial statement is consistent with where it should be for the first quarter of 2020.

Mr. Detweiler reported that to date, the Authority is receiving a positive response to the spring residential bills that were recently mailed out.

Approval of Monthly Expenditures – A motion was made by Mr. Ferris and seconded by Ms. Broad to pay the expenditures and bills as presented in the amount of \$186,884.02, carried 5-0.

ADJOURNMENT:

A motion to adjourn the meeting at 8:00 p.m. was made by Mr. Ferris and seconded by Ms. Quirus, carried 5-0.

Minutes Prepared by Dottie Winterbottom