

**WHITEMARSH TOWNSHIP AUTHORITY
MINUTES OF THE MEETING
March 18, 2020**

CALL TO ORDER:

The Meeting of the Board of the Whitemarsh Township Authority on March 18, 2020, was called to order by Vice Chairman Jonathan Riesberg at 7:00 p.m. at the Whitemarsh Township Authority Administrative Offices, 462 Germantown Pike, Suite 1, Lafayette Hill, Pennsylvania. This change in location was announced by placing a Notice on the front door of the Whitemarsh Township Administrative 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 (via telephone)
Jonathan Riesberg – Vice Chairman
Jeannette Quirus – Secretary (via telephone)
Jori Broad – Treasurer (via telephone)
Gene Swider – Assistant Secretary/Treasurer (via telephone)

Also in Attendance:

Alex Glassman, Esquire – Rudolph Clarke, LLC
Allen Mason, P.E. – Carroll Engineering Corp. (via telephone)
Brent Wagner, Manager
Kyle Detweiler, Finance Director (via telephone)

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 February 19, 2020 meeting of the Board, the motion carried 5-0.

STAFF REPORT

ENGINEER'S REPORT:

Authority Office Building – Mr. Mason reported that bids were opened on March 4th and tabulations of the bids received are attached to his report for the Board's review. Mr. Mason stated that the lowest bidder for the General Construction Contract was McCarthy Construction, Inc., the lowest

bidder for the Plumbing and Mechanical Contracts was Hirschberg Mechanical and the lowest bidder for the Electrical Contract was Lenni Electric Corporation.

Mr. Glassman reported that his office has reviewed all of the contractors' documentation in regard to the Authority's Responsible Contractor Resolution and found everything to be in compliance. As such, the following motion was made:

Motion of Intent to Award – A motion of Intent to Award Contracts to McCarthy Construction, Inc. for Contract No. 20-1G, Hirschberg Mechanical for Contract Nos. 20-1P and 20-1M and Lenni Electric Corporation for Contract No. 20-1E was made by Mr. Ferris and seconded by Ms. Broad, the motion carried 5-0.

Wagner/Cedar Sewer Replacement – Mr. Mason stated that he would like to get authorization to bid this project out as the Township will be paving these two roads in the near future and the Authority will need to get the sewer lines replaced before the paving begins. As such, a motion was made by Mr. Ferris and seconded by Ms. Broad to authorize Mr. Mason to move ahead with obtaining bids for this project, the motion carried 5-0.

Butler Pike Railroad Crossing – Mr. Mason reported that the County would like for the Authority to be the second utility to go in and replace our sewer lines when this project gets underway in a few months.

252 Roberts Avenue – Mr. Mason reported that construction of two new homes on this parcel with begin shortly.

Whitemarsh Shopping Center (Ridge Pike) – Mr. Mason reported that the sanitary sewer construction is complete but some testing is still required and being scheduled.

Motion to Pay Application for Payment No. 2 for Incinerator Building Demolition- A motion was made by Mr. Ferris and seconded by Ms. Broad to pay Application for Payment No. 2 for Contract 19-2, Incinerator Building Demolition, to R.E. Pierson Construction Co., Inc. in the amount of \$9,860.35, the motion carried 5-0.

WASTEWATER MANAGER'S REPORT:

Mr. Bonjo could not be at the meeting tonight so Mr. Wagner will incorporate the Wastewater Manager's report in with his Executive Director's report.

SOLICITOR'S REPORT:

Mr. Glassman reported on a request from a resident to the Authority office staff concerning his two properties located at 43 and 45 Germantown Pike. The homeowner is requesting a refund of past due payments he made on his sewer bills while water service was turned off at his properties. Mr. Glassman stated that the Authority will not be issuing any refunds or credits to the homeowner.

MANAGER'S REPORT:

Mr. Wagner reported that an Emergency Operations Plan was developed for essential staff at the Wastewater plant due to the Coronavirus pandemic which will go into effect at midnight tonight.

Mr. Wagner reported that this is the first month we used an approval stamp for all of our invoices.

Mr. Wagner reported that preventative maintenance of the press will take place in April.

Mr. Wagner reported that wet testing was performed this week as part of our permit requirements.

Mr. Wagner reported that staff will be participating in bullying and harassment training next month.

Mr. Wagner reported that the trickling filter media replacement needs to be manufactured so this project will probably not begin until June.

Mr. Wagner reported that he would like to purchase an analytical ammonia probe to put on our effluent to help with the accuracy of our ammonia testing. As such, the following motion was made:

Motion to Proceed with Acquiring a Hach Ammonia Probe – a motion was made by Mr. Ferris and seconded by Ms. Quirus to proceed with acquiring a Hach Ammonia Probe with a not to exceed price of \$11,000, the motion carried 5-0.

FINANCIAL REPORT:

Mr. Detweiler reported that the monthly operating financial statement is consistent with where it should be two months into 2020.

Mr. Detweiler reported that the 2019 audit is approximately 85% complete and it is likely the Auditor will be ready to present her findings at the April Board Meeting.

Mr. Detweiler reported that the spring semi-annual residential bills will be sent out next week and hopefully received by the residents on or before April 1.

Mr. Detweiler reported that closing for the new lower interest rate for our Capital loan with Phoenixville Bank will take place on March 31.

Motion to Update Resolution No. 2020-02 – A motion was made by Ms. Quirus and seconded by Mr. Swider to update Resolution No. 2020-02 to reflect the lower interest rate of the loan, the motion carried 5-0.

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 \$293,717.40, carried 5-0.

ADJOURNMENT:

A motion to adjourn the meeting at 8:15 p.m. was made by Mr. Riesberg and seconded by Ms. Quirus, carried 5-0.

Minutes Prepared by Dottie Winterbottom