

**WHITEMARSH TOWNSHIP AUTHORITY
MINUTES OF THE MEETING
February 22, 2023**

CALL TO ORDER:

The Meeting of the Board of the Whitemarsh Township Authority on February 22, 2023, was called to order by Chairman Timothy Ferris at 7:00 p.m. and held via Zoom and in person at the administrative offices of Whitemarsh Township Authority located at 2015 Joshua Road, Lafayette Hill, Pennsylvania 19444.

PLEDGE OF ALLEGIANCE

IN ATTENDANCE:

Board Members Present:

Timothy Ferris – Chairman
Jonathan Riesberg – Vice Chairman
Jeannette Quirus – Secretary (Excused Absence)
Jori Broad – Treasurer
Gene Swider – Assistant Secretary/Treasurer (Excused Absence)

Also in Attendance:

Alexander Glassman, Esquire – Rudolph Clarke, LLC
Allen Mason, P.E. – Carroll Engineering Corp.
Brent Wagner – Executive Director
Tom Bonjo – Operations Manager
Kyle Detweiler - Finance Director

PUBLIC COMMENT:

None.

CONFIRMED APPOINTMENTS:

Cathy Seiler, CPA of Brinker Simpson Co.

Cathy Seiler spoke to the board about why she went over the cost of the audit from last year as was stated in her engagement letter. The board would like to utilize her services this year again but asks for an engagement letter which contains a not to exceed number on it. Once the letter is received, the board will review it and if it is acceptable, Ms. Seiler will promptly get started on the 2022 audit of the Authority.

APPROVAL OF MEETING MINUTES:

A motion was made by Mr. Ferris and seconded by Ms. Broad to approve the Minutes of the January 18, 2023 meeting of the Board, the motion carried 3-0.

STAFF REPORTS

ENGINEER’S REPORT:

Motion to Pay Application for Payment No. 18 (Contract 20-3G) – A motion was made by Mr. Ferris and seconded by Ms. Broad to pay Application for Payment No. 18 (Contract 20-3G) in the amount of \$69,347.10 to Blooming Glen Contractors, Inc., carried 3-0.

Motion to Pay Application for Payment No. 6 (Contract 20-3E) – A motion was made by Mr. Ferris and seconded by Ms. Broad to pay Application for Payment No. 6 (Contract 20-3E) in the amount of \$70,743.95 to BSI Electrical Contractors, carried 3-0.

Sludge Dewatering Facilities – Mr. Mason reported that the Change Order requested by BSI in the amount of \$17,757.10 would reconcile all of the remaining claims for BSI except for the claim for their time.

Butler Pike Sinkhole – Mr. Mason reported that he responded to Montgomery County’s comments on the permit plan on January 20 but has not received any response from them to date. Mr. Mason stated that he will reach out to them tomorrow. In addition, Mr. Mason had a geophysical investigation done at this site and it was discovered that there is a sinkhole very close to our pipe that is going to need to be addressed.

Oaks at Lafayette Hill – Mr. Mason reported that Toll Brothers has outsourced the close out and has hired another company to come in and complete the punch list items.

Cold Point Village Station – Mr. Mason reported that video inspection of the sanitary sewer has been completed and the video records have been approved. Mr. Mason stated that all construction is now completed.

801 Bethlehem Pike – Mr. Mason reported that all sanitary sewer construction is complete and he’s requested copies of the contractor’s as-built plans.

Harts Lane Act 537 Planning – Mr. Mason reported that a public meeting will be held with the residents at the Township Building on either March 23 or 24.

WASTEWATER MANAGER’S REPORT:

See Manager’s Report

SOLICITOR’S REPORT:

Motion to Adopt Resolution No. 2023-01 – A motion was made by Mr. Ferris and seconded by Ms. Broad to Adopt Resolution No. 2023-01 which sets forth a schedule for the disposition and destruction on municipal records., carried 3-0.

MANAGER’S REPORT:

Mr. Wagner reported that the new press began operating a few weeks ago and it’s running great.

Mr. Wagner reported that we have two employees that have recently left but we have two new employees that will be starting very soon, each of whom have 15-20 years of experience in collection systems.

Motion to Confirm Sale of TV Trailer – A motion was made by Mr. Ferris and seconded by Ms. Broad to confirm the sale of the Authority’s 2008 TV trailer for the amount of \$3,202.00, carried 3-0.

Motion for Authorization to Place Old Press on Municibid – A motion was made by Mr. Ferris and seconded by Ms. Broad to authorize the Authority to place the old press for sale on Municibid with a starting price of \$40,000.00, carried 3-0.

Mr. Bonjo reported that staff has been stepping up and doing a great job even though they’re down two employees.

Mr. Bonjo reported that when the new employees are aboard, the operations will change a little bit. There will be four individuals handling the collection systems while one individual will be handling the plant.

Mr. Bonjo reported that one employee who was thinking of retiring soon has decided to stay on for another year.

FINANCIAL REPORT:

Mr. Detweiler reported that the new website is up and running and encouraged the Board to take a look and let him know if they have any questions or comments.

Mr. Detweiler reported that the Authority is sending out a new batch of 30-day lien letters to delinquent accounts.

Motion to Approve Formal Rate Study Analysis and Proposal – A motion was made by Mr. Ferris and seconded by Mr. Riesberg to Accept the Proposal of HRG in the amount of \$9,600.00 to perform a sewer rate study and analysis for the Authority, carried 3-0.

Approval of Monthly Expenditures – A motion was made by Mr. Ferris and seconded by Mr. Riesberg to pay the expenditures and bills as presented in the amount of \$626,117.47, carried 3-0.

EXECUTIVE SESSION:

The Board met in Executive Session to discuss a personnel matter.

ADJOURNMENT:

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

Minutes Prepared by Dottie Winterbottom