

**WHITEMARSH TOWNSHIP AUTHORITY
MINUTES OF THE MEETING
May 31, 2023**

CALL TO ORDER:

The Meeting of the Board of the Whitemarsh Township Authority on May 31, 2023, was called to order by-Chairman Timothy Ferris at 7:00 p.m. and held 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 Reisberg – Vice Chairman (Excused Absence)
Jeannette Quirus – Secretary
Jori Broad – Treasurer
Gene Swider – Assistant Secretary/Treasurer

Also in Attendance:

Alexander Glassman, Esquire – Rudolph Clarke, LLC
Allen Mason, P.E. – Carroll Engineering Corp.
Brent Wagner – Executive Director
Tom Bonjo – Operations Manager
Dottie Winterbottom- Office Administrator

PUBLIC COMMENT:

None.

CONFIRMED APPOINTMENTS:

APPROVAL OF MEETING MINUTES:

A motion was made by Ms. Quirus and seconded by Ms. Broad to approve the Minutes of the April 19, 2023 meeting of the Board, the motion carried 4-0.

STAFF REPORTS

ENGINEER’S REPORT:

Motion to Pay Application for Payment Nos. 4 & 5 (Contract 20-3M) – A motion to ratify was made by Mr. Ferris and seconded by Ms. Quirus to pay Application for Payment Nos. 4 & 5 (Contract 20-3M) in the amount of \$6,003.92 to Rogers Mechanical Company, carried 4-0.

6312 Joshua Road – Mr. Mason reported that DEP approved the planning waiver for this home.

7250 Hollywood Road – Mr. Mason reported that this homeowner wants to connect to our system and install a grinder pump.

801-803 Bethlehem Pike – Mr. Mason reported that this project is complete and the developer is asking for a release of their escrow monies.

Butler Pike Sinkhole – Mr. Mason reported that the Geophysical investigation which was completed last year did not provide efficient information to move forward with the repairs needed for this project. As such, Mr. Mason got quotes from several engineers regarding doing a Geotechnical investigation of this area and the following motion was made:

Motion to Approve Proposal of Hillis-Carnes Engineering Associates – A motion was made by Mr. Ferris and seconded by Ms. Quirus to accept the proposal of Hillis-Carnes Engineering Associates to provide Geotechnical Engineering Services in regard to the Butler Pike Sinkhole in the amount of \$24,645.00, carried 4-0.

New Sludge Dewatering Facilities - Change Orders # 5G and 6G – Mr. Mason reported on two Change Orders needed for this project. Change Order #5G will be a decrease in the amount of \$25,952.10 and Change Order # 6G will be an increase of \$59,981.72.

WASTEWATER MANAGER’S REPORT:

See Manager’s Report

SOLICITOR’S REPORT:

Motion to Approve Contract for Professional Services – A motion was made by Mr. Ferris and seconded by Ms. Quirus to approve the Contract for Professional Services between the Authority and Ashford Consulting, LLC concerning property located at 5 Germantown Pike, Plymouth Meeting, carried 4-0.

Motion to Approve Contract for Professional Services – A motion was made by Mr. Ferris and seconded by Ms. Broad to approve the Contract for Professional Services between the Authority and 931 Spring Mill Avenue, LLC concerning property located at 931 Spring Mill Avenue, Plymouth Meeting, carried 4-0.

MANAGER’S REPORT:

Mr. Wagner reported that the plant and new press continue to run very well.

Motion to Amend the Motion on Agenda to Authorize Bids through Gov Deals – A motion was made by Mr. Ferris and seconded by Ms. Quirus to Ratify the Authorization of Bids on Gov Deals and to Accept the Highest Bid of \$29,200 from S. Jollimore & Sons to purchase the old press, carried 4-0.

Mr. Bonjo reported that he will have a progress report at next month’s meeting on the jetting of the Township sewer lines.

Mr. Bonjo reported that Butler Pike will be closed from Campus Hill Road to Militia Hill Road beginning on June 19 and lasting approximately 3 weeks because Aqua will be installing new water lines.

Mr. Bonjo reported that he registered the Authority's two new plant operators, Mr. Fritz and Mr. Rambo, for a 12-week training course to prepare them for their operator's license test in the near future.

FINANCIAL REPORT:

Ms. Winterbottom reported that the commercial bills were sent out to our customers on May 22, 2023.

Ms. Winterbottom reported that penalties will be applied to residential accounts on or about June 1, 2023.

Ms. Winterbottom reported that the Authority is starting its delinquent account collection efforts by sending out 30-Day Notice of Lien letters to customers with large past due balances.

Ms. Winterbottom discussed our water shut-off procedure and indicated that the Authority will be sending out 30-Day Water Shut-off letters to some of our more delinquent and currently liened accounts pending the Board's approval. As such, the following motion was made:

Motion to Authorize 30-Day Water Shut-Off Letters to Delinquent Accounts – A motion was made by Ms. Quirus and seconded by Ms. Broad to Authorize the mailing of 30-Day Water Shut-Off Letters to seriously delinquent accounts, carried 4-0.

Approval of Monthly Expenditures – A motion to ratify was made by Mr. Ferris and seconded by Ms. Quirus to pay the expenditures and bills as presented in the amount of \$295,563.98, carried 4-0.

ADJOURNMENT:

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

EXECUTIVE SESSION:

The Board met in Executive Session to discuss the open Finance Director position.

Minutes Prepared by Dottie Winterbottom