

**WHITEMARSH TOWNSHIP AUTHORITY
MINUTES OF THE MEETING
January 18, 2023**

CALL TO ORDER:

The Meeting of the Board of the Whitemarsh Township Authority on January 18, 2023, was called to order by Chairman Timothy Ferris at 6:00 p.m. and held in person at the administrative offices of Whitemarsh Township Authority located at 2015 Joshua Road, Lafayette Hill, PA 19444 and via video conferencing.

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 (Excused Absence)

Also in Attendance:

Michael Clarke, Esquire – Rudolph Clarke, LLC
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

REORGANIZATION

A Motion was made by Mr. Riesberg and seconded by Ms. Quirus to appoint Ms. Broad as temporary Chairman for the Reorganization of the Board portion of the meeting, the motion carried 3-0.

CHAIRMAN – A motion was made by Ms. Quirus and seconded by Mr. Riesberg to nominate Tim Ferris to the position of Chairman. The motion carried 3-0 to appoint Mr. Ferris to the position of Chairman.

VICE CHAIRMAN – A motion was made by Mr. Ferris and seconded by Ms. Quirus to nominate Jonathan Riesberg to the position of Vice Chairman. The motion carried 3-0 to appoint Mr. Riesberg to the position of Vice Chairman.

SECRETARY – A motion was made by Mr. Riesberg and seconded by Ms. Broad to nominate Ms. Quirus to the position of Secretary. The motion carried 3-0 to appoint Ms. Quirus to the position of Secretary.

TREASURER – A motion was made by Ms. Quirus and seconded by Mr. Riesberg to nominate Ms. Broad to the position of Treasurer. The motion carried 3-0 to appoint Ms. Broad to the position of Treasurer.

ASSISTANT SECRETARY/TREASURER – A motion was made by Ms. Broad and seconded by Ms. Quirus to nominate Mr. Swider to the position of Assistant Secretary/Treasurer. The motion carried 3-0 to appoint Mr. Swider to the position of Assistant Secretary/Treasurer.

OPEN RECORDS OFFICER – There was no motion needed to re-appointment Mr. Detweiler as Open Records Officer.

Mr. Ferris took over as Chairman for the Reorganization of the Professional Staff portion of the meeting.

SOLICITOR – A motion was made by Ms. Broad and seconded by Ms. Quirus to re-appoint Michael Clarke, Esquire of Rudolph & Clarke, LLC as solicitor for the Authority. The motion carried 4-0.

ENGINEER – A motion was made by Ms. Broad and seconded by Ms. Quirus to re-appoint Allen Mason, P.E. of Carroll Engineering Corp. as Engineer for the Authority. The motion carried 4-0.

MANAGEMENT CONSULTANT - A motion was made by Ms. Broad and seconded by Ms. Quirus to re-appoint Brent Wagner as Management Consultant of the Authority. The motion carried 4-0.

Adjournment of Reorganization meeting

EXECUTIVE SESSION:

The Board met in Executive Session at 6:04 p.m. to discuss two personnel matters and a litigation matter.

PUBLIC COMMENT:

Patrick Devlin spoke on the reasons why he has not been compliant with getting his CDL license in the time frame laid out in his contract and apologized to the Board.

Timothy Sebenick spoke on behalf of Mr. Devlin stating that he is a good worker and is very familiar with the plant.

APPROVAL OF MEETING MINUTES:

A motion was made by Mr. Ferris and seconded by Ms. Broad to approve the Minutes of the December 21, 2022 meeting of the Board, the motion carried 4-0.

STAFF REPORTS

ENGINEER'S REPORT:

Motion to Pay Application for Payment No. 17 (Contract 20-3G) – A motion was made by Mr. Ferris and seconded by Ms. Broad to pay Application for Payment No. 17 (Contract 20-3G) in the amount of \$67,003.33 to Blooming Glen Contractors, Inc., carried 4-0.

Motion to Pay Application for Payment No. 5 (Contract 20-3E) – A motion was made by Mr. Ferris and seconded by Ms. Quirus to pay Application for Payment No. 5 (Contract 20-3E) in the amount of \$36,923.65 to BSI Electrical Contractors, carried 4-0.

Sludge Dewatering Facilities – Mr. Mason reported that the new press start-up is scheduled for Monday. The contractor is currently addressing some punch list items that have been identified.

WASTEWATER MANAGER'S REPORT:

See Manager's Report.

MANAGER'S REPORT:

Mr. Wagner reported that the new press will be starting up on Monday and that sludge should be entering the press system by Tuesday. Mr. Wagner also stated that staff will be running the press by Wednesday and should be fully up and running by the end of the month.

Mr. Wagner stated that the plant was in compliance for the month of December 2022 but has had some ammonia issues in January 2023 thus far. Mr. Wagner further stated that he believes the lab may be at fault for our numbers being off. He is looking into migrating over to a different lab but in the meantime will use a second lab in conjunction with our current lab to see if there's any difference in the numbers.

EXECUTIVE SESSION:

The Board met in Executive Session at 6:41 p.m. to discuss a brief personnel matter and returned at 6:45 p.m.

SOLICITOR'S REPORT:

Motion to Terminate Employee #1234 – A motion was made by Mr. Ferris and seconded by Mr. Riesberg to terminate employee #1234, carried 4-0.

Motion to Approve Settlement Agreement and Release – A motion was made by Ms. Quirus and seconded by M. Broad to Approve the Settlement Agreement and Release between JJK Builders and Whitmarsh Township Authority, pending solicitor's review, carried 4-0.

FINANCIAL REPORT:

Mr. Detweiler reported on the Authority's revenue and expenditure numbers for the month.

Mr. Detweiler reported that the Authority tried to go live with our new website yesterday but there were some firmware bugs when trying to transfer data from the old website over to the new one. These issues will be worked on and a new target date of going live will be January 31, 2023.

Ms. Quirus asked Mr. Detweiler the status of a new rate study being done before the spring billing in order to determine the percentage of increase of our sewer rates. Mr. Detweiler stated that he has not heard back from HRG as of yet. Mr. Wagner suggested that the Authority do the rate study in house rather than obtaining the services of an outside consultant.

Motion to Ratify 2023 Insurance Renewals – A motion was made by Ms. Broad and seconded by Mr. Ferris to ratify the 2023 Insurance Renewals, carried 4-0.

Motion to Approve 2023 Monthly Board Meeting Dates - A motion was made by Mr. Ferris and seconded by Ms. Quirus to set the 2023 monthly board meeting dates, time and location as the 3rd Wednesday of every month at 7:00 p.m. at the Whitemarsh Township Administration Building located at 2015 Joshua Road, Lafayette Hill, PA 19444. The motion carried 4-0.

Motion to Approve 2023 Fee Schedule – A motion was made by Mr. Ferris and seconded by Ms. Quirus to approve the Authority's 2023 Fee Schedule, carried 4-0.

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 \$441,916.08, carried 4-0.

ADJOURNMENT:

A motion to adjourn the meeting at 7:00 p.m. was made by Mr. Ferris and seconded by Ms. Broad, carried 4-0.

Minutes Prepared by Dottie Winterbottom