

**NORRISTOWN MUNICIPAL WASTE AUTHORITY**  
**MEETING MINUTES**  
**JULY 13, 2016**

The July meeting of the Board of the Norristown Municipal Waste Authority (“NMWA”) was called to order by Chairman, Gregory Nester, at 6:45 PM in the Norristown Municipal Waste Authority Office.

**ROLL CALL:**

Gregory Nester  
Cathy Lawrence  
Cyril Burke  
Fernando Feliciano

Also present were:

Ed Rudolph, Rudolph Clarke, LLC  
Fred Gerloff, PE, Remington & Vernick (RVB)  
Barry Thompson, Keystone Alliance Consulting

**PUBLIC COMMENT:**

A representative of the developer for the proposed project at 1529 DeKalb Street was seeking an update regarding the tapping fees to be imposed on the development. Mr. Rudolph stated that there is no change in the current position of the NMWA Board on this matter.

Mr. Feliciano arrived at 6:47 pm.

**APPROVAL OF THE MINUTES OF THE MAY 11, 2016 AUTHORITY MEETING:**

The approval of the minutes was tabled until the next meeting because Ms. Lawrence and Mr. Burke did not attend the May meeting and therefore must abstain and Mr. Ochnich is not present at the July meeting.

**APPROVAL OF THE MINUTES OF THE JUNE 8, 2016 AUTHORITY MEETING:**

On a motion by Mr. Burke, seconded by Ms. Lawrence, the Authority approved the Minutes of the June 8, 2016 Authority Meeting. Mr. Feliciano abstained because he did not attend the meeting.

**STAFF REPORTS:**

Mr. Gerloff reported that RVB is reviewing the plans for the Norristown Centre project.

Mr. Gerloff noted that the latest revisions to the plans for the Markley Street Section 510 project have been submitted to PennDOT’s engineer to address any remaining conflicts and that final approval is pending until PennDOT receives all of the required permits to bid the project.

Mr. Gerloff indicated that RVB is awaiting comments from PennDOT's engineer regarding the preliminary plans, specifications and construction cost estimate for the Lafayette Street Corridor project.

Mr. Gerloff noted that bids were received for the Chain Street Sewer Extension project on July 11, 2016. Mr. Thompson commented that the bid tabulation was distributed to the NMWA Board for its review. Mr. Gerloff distributed a letter recommending the award of the contract to the low bidder, Out of Site Infrastructure. Mr. Rudolph added that he had reviewed the bidding documents from the low bidder and found them to be acceptable.

The Authority Board members went into Executive Session at 7:00 pm to discuss a legal matter.

The Authority Board returned from Executive Session at 7:05 pm.

On a motion by Mr. Burke, seconded by Mr. Feliciano, the Board approved the award of the Chain Street Sewer Extension Contract to the lowest bidder, Out of Site Infrastructure, in the amount of \$127,399.50.

Mr. Thompson, reporting on behalf of the Contract Manager, informed the NMWA Board that the power was out at the treatment plant two weeks ago but the plant was able to recover. He stated that there was an EPA inspection of the treatment plant in connection with the pretreatment program and then a PaDEP inspection of the treatment plant.

Mr. Thompson referred to the monthly maintenance report and noted that for the month of June, the collection system personnel cleaned 43,082 feet of pipe, responded to 108 PA 1 calls and 4 sewer blockage calls, one of which was the responsibility of the NMWA, and posted 50 water shut-off notices while the wastewater treatment plant had no permit violations and treated an average daily flow of 3,750,000 gallons with a total rainfall of 1.75 inches.

Mr. Thompson, reporting on behalf of BCM, indicated that the cleaning of Digester No. 1 is complete and the inside of the unit appears to be in good condition based on a visual inspection. He added that the contractor submitted the first payment request in the amount of \$36,266.43 and BCM is recommending payment. Mr. Thompson noted that the engineer is proceeding with the preparation of the contract documents necessary to install a new mixer in Digester No. 1.

Mr. Thompson reported that one of the three older blowers is inoperable and can't be repaired because parts are not available and there is concern that this could impact the remaining blowers. As a result, BCM was authorized to prepare specifications for the replacement of two of the blowers and to include this work with the digester mixer project. Finally, Mr. Thompson noted that comments on the draft NPDES permit were submitted to PaDEP for its consideration.

Mr. Thompson, reporting on behalf of SSM, stated that the replacement of the sewer on the south side of Warren Street was progressing and that 7 of 11 properties on Warren Street had been connected to the new pipe. Mr. Thompson commented that letters were sent to the affected property owners in advance of the construction to explain the project and the possible inconvenience associated with the construction.

Mr. Rudolph indicated the revisions have been completed on the Rules and Regulations and forms associated with the Sewer Lateral Inspection Program and that the proposed changes will be available shortly for distribution to the Board.

Mr. Thompson reported that the accounts receivable balance decreased slightly from the last month and that residential shut-offs were continuing. He noted that there was a cash deficit for the month of June resulting in a year –to-date deficit was \$61,270.00. He indicated that the operating disbursements for the month of July totaled \$220,587.85 while the capital expenditures amounted to \$49,325.58 and covered payments to BCM and SSM for engineering services and the payment to the contractor for the cleaning of the digester.

**OLD BUSINESS:**

None.

**MONTHLY DISBURSEMENTS TO VENDORS AND FOR PROFESSIONAL SERVICES:**

Total Operation Disbursements for July	\$220,587.85
Capital Expenditures	\$49,325.58
Developer Escrow	\$260.00
<b>TOTALS FOR JULY</b>	<b>\$270,173.43</b>

On a motion by Mr. Feliciano, seconded by Ms. Lawrence, the NMWA unanimously approved the Monthly Disbursements for July in the amount of \$270,173.43.

**EXECUTIVE SESSION:**

The NMWA Board started an Executive Session at 7:38 pm to discuss a personnel matter and ended at 7:50 pm.

**OTHER COMMENTS:**

The next NMWA Board meeting is scheduled for August 10, 2016 in the NMWA office.

**ADJOURNMENT:**

On a motion by Mr. Burke, seconded by Mr. Feliciano, and unanimously approved by the Board, the NMWA meeting was adjourned.

PREPARED BY:

Roseann Santangelo

EDITED BY:

Barry Thompson