

**NORRISTOWN MUNICIPAL WASTE AUTHORITY**  
**MINUTES OF THE MEETING**  
**JANUARY 12, 2022**

**CALL TO ORDER:**

The January meeting of the Board of the Norristown Municipal Waste Authority (“NMWA”) was called to order by Chairman Gregory Nester at 6:45 PM. The meeting was conducted by video and audio conference.

**ROLL CALL:**

Board members present:

Gregory Nester  
Cyril Burke  
Cathy Lawrence  
Gary Simpson

Also in attendance:

Ed Rudolph, Rudolph Clarke, LLC  
John Larson, NMWA  
Barry Thompson, Keystone Alliance Consulting

**ELECTION OF OFFICERS:**

On a motion by Mr. Burke, seconded by Mr. Simpson, the NMWA Board unanimously approved the following motion:

“Moved that effective this date the Board of the Norristown Municipal Waste Authority (“Authority”) does hereby elect the following members to the office indicated in accordance with the Municipality Authorities Act, the By-Laws of the Authority and all applicable laws of the Commonwealth of Pennsylvania.

<u>MEMBER</u>	<u>TITLE</u>
Gregory Nester	Chairperson
Cyril Burke, Jr.	Vice-Chairperson
Gary Simpson	Treasurer
Sonya Sanders	Secretary
Cathy Lawrence	Assistant Treasurer/Secretary

It is further moved that the term of each member to the respective office hereinabove designated shall terminate upon the commencement of the first meeting of the Authority Board in the year 2023.”

**PUBLIC COMMENT:**

None.

**APPROVAL OF MINUTES:**

The approval of the Minutes of the December 8, 2021 Authority Meeting was tabled due to a lack of a quorum present who attended the December Authority meeting.

**NEW BUSINESS:**

On a motion by Mr. Burke, seconded by Ms. Lawrence, the NMWA unanimously approved the appointment of the engineering firm of Remington, Vernick and Beach as Consulting Engineer.

On a motion by Mr. Simpson, seconded by Mr. Burke, the NMWA unanimously approved the appointment of the law firm of Rudolph Clarke, LLC as Solicitor.

On a motion by Ms. Lawrence, seconded by Mr. Simpson, the NMWA unanimously approved the appointment of the consulting firm of Keystone Alliance Consulting as Management Consultant.

Mr. Thompson reminded the NMWA Board that he previously distributed the Professional Services Agreement for the proposed development at 1421 Green Valley Road, that it is the standard agreement used for all developments, and that the developer has paid the requested escrow.

On a motion by Mr. Burke, seconded by Ms. Lawrence, the NMWA unanimously approved the Professional Services Agreement between the Norristown Municipal Waste Authority and George A. Korkus, Jr. in connection with the proposed development at 1421 Green Valley Road.

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

Total Operation Disbursements for January	\$215,286.61
Capital Expenditures	\$304,191.89
<b>TOTALS FOR JANUARY</b>	<b>\$519,478.50</b>

On a motion by Ms. Lawrence, seconded by Mr. Burke, the NMWA unanimously approved the monthly disbursements for January 2022 in the total amount of \$519,478.50.

**STAFF REPORTS:**

Mr. Nester commented that staff reports were distributed to the Board along with other meeting documents. He asked if anyone had a question regarding the staff reports. There were none. Mr. Nester added that Mr. Fox from HRG was originally on the agenda to discuss the Capacity Study conducted on portions of the collection system but the presentation was postponed until the February meeting.

Mr. Thompson indicated that the accounts receivable finished the year at \$718,497 as compared to the end of 2020 when the accounts receivable was \$1,004,853. He reported that the financial operations showed a surplus for the year of \$790,963, which will be transferred from the Operating Reserve Fund to the Capital Fund to help pay for some of the proposed capital improvements to the sewer system.

**OLD BUSINESS:**

None.

**OTHER COMMENTS:**

The next NMWA Board meeting is scheduled for February 9, 2022.

**ADJOURNMENT:**

On a motion by Mr. Burke, the NMWA Board Meeting was adjourned.

SUBMITTED BY: BARRY THOMPSON

**NORRISTOWN MUNICIPAL WASTE AUTHORITY**  
**MINUTES OF THE MEETING**  
**FEBRUARY 9, 2022**

**CALL TO ORDER:**

The February meeting of the Board of the Norristown Municipal Waste Authority (“NMWA”) was called to order by Chairman Gregory Nester at 6:45 PM. The meeting was conducted in a hybrid fashion with members participating either in-person or by video conference.

**ROLL CALL:**

Board members present:

Gregory Nester  
Cyril Burke  
Gary Simpson  
Sonya Sanders

Also in attendance:

Ed Rudolph, Rudolph Clarke, LLC  
John Larson, NMWA  
Kelly Cehula, NMWA  
Barry Thompson, Keystone Alliance Consulting

**PUBLIC COMMENT:**

None.

**APPROVAL OF MINUTES:**

The approval of the Minutes of the December 8, 2021 Authority Meeting was tabled due to a lack of a quorum present who attended the December Authority meeting.

On a motion by Mr. Simpson, seconded by Mr. Burke, the NMWA Board approved the Minutes of the January 12, 2022 Authority Meeting. Ms. Sanders abstained since she did not attend the meeting.

**STAFF REPORTS:**

Mr. Nester commented that staff reports were distributed to the NMWA Board along with other meeting documents. He asked if anyone had a question regarding the staff reports. There were none.

Mr. Cehula stated that the accounts receivable for January remained essentially unchanged from the previous month. She added that the office continues to focus on delinquent landlords and utilize water shut-offs on a selected basis. Finally, she indicated that the Authority is working with the County in connection with LIHWAP (Low Income Household Water Assistance Program) which was implemented by the state to provide assistance to low-income families with paying overdue water and sewer bills. Mr. Thompson reported that the cash statement for January showed a surplus of \$104,671 due to the receipt of the quarterly reimbursement from West Norriton Township and that the overall expenses are below the budget level without the flood expenses being considered.

Alex Barr from HRG presented a slideshow summarizing the results of the recently completed Capacity Study. He noted the number of equivalent dwelling units (EDUs) that the sewer system should be able to handle based on pipe sizing and other factors for the four (4) potential developments in question, namely the State Hospital, Riverfront, Kennedy-Kenrick property, and the vacant site at DeKalb and Main Streets. Mr. Barr indicated that approximately 340 feet of pipe could be replaced in the system in order to serve a full build-out of the State Hospital grounds. Mr. Larson commented that the Authority is currently working with HRG on a grant application to the State to help fund such an undertaking. Mr. Barr concluded that based on the results of the study, the capacity of the pipes serving these potential development sites is more than adequate although additional investigation should be considered to determine the actual condition of the pipes.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

Mr. Rudolph explained the need for Resolution No. 2022-01 that was distributed previously in a separate email. He indicated that bids on the sludge related contracts will not be received until February 16, 2021 and must be awarded by the end of the month, thus requiring action by an authorized representative of the Authority prior to the March Authority meeting. Mr. Rudolph stated that the Resolution designates the Executive Director to fulfill that role after the contracts have been reviewed by the Solicitor.

On a motion by Mr. Burke., seconded by Mr. Simpson, the NMWA Board unanimously approved Resolution No. 2022-01 authorizing the Executive Director to act on behalf of the Authority on a matter related to the sludge disposal contracts.

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

Total Operation Disbursements for February	\$156,645.04
Capital Expenditures	\$188,598.18
<b>TOTALS FOR FEBRUARY</b>	<b>\$345,243.22</b>

On a motion by Mr. Simpson., seconded by Ms. Sanders, the NMWA Board unanimously approved the monthly disbursements for February 2022 in the total amount of \$345,243.22.

**OTHER COMMENTS:**

The next NMWA Board meeting is scheduled for March 9, 2022.

**ADJOURNMENT:**

On a motion by Mr. Simpson, the NMWA Board Meeting was adjourned.

SUBMITTED BY:       BARRY THOMPSON

**NORRISTOWN MUNICIPAL WASTE AUTHORITY**  
**MINUTES OF THE MEETING**  
**MARCH 9, 2022**

**CALL TO ORDER:**

The March meeting of the Board of the Norristown Municipal Waste Authority ("NMWA") was called to order by Chairman Gregory Nester at 6:45 PM. The meeting was conducted in a hybrid fashion with members participating either in-person or by video/audio conference.

**ROLL CALL:**

Board members present:

Gregory Nester  
Cathy Lawrence  
Gary Simpson  
Sonya Sanders

Also in attendance:

Ed Rudolph, Rudolph Clarke, LLC  
John Larson, NMWA  
Barry Thompson, Keystone Alliance Consulting

**PUBLIC COMMENT:**

None.

**APPROVAL OF MINUTES:**

On a motion by Ms. Sanders, seconded by Ms. Lawrence, the NMWA Board approved the Minutes of the December 8, 2021 Authority Meeting. Mr. Simpson abstained since he did not attend the meeting.

On a motion by Mr. Simpson, seconded by Ms. Sanders, the NMWA Board approved the Minutes of the February 9, 2022 Authority Meeting. Ms. Lawrence abstained since she did not attend the meeting.

**STAFF REPORTS:**

Mr. Nester commented that staff reports were distributed to the NMWA Board along with other meeting documents. He asked if anyone had a question regarding the staff reports. There were none.

Mr. Thompson reported that the accounts receivable for February increased by approximately \$17,000 but he noted that February is a short month for collections. He added that the office continues to focus on delinquent landlords and utilize water shut-offs on a selected basis and as a result received a large payment from a landlord. Mr. Thompson stated that the expenses to date are below budget if flood related expenditures are excluded from the analysis. Finally, he indicated that the cash statement for February showed a deficit of \$81,954 due to several factors, including lower collections.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

Mr. Thompson reminded the NMWA Board that at the February meeting Resolution No. 2022-01 was approved authorizing the Executive Director to award three (3) waste hauling contracts to the lowest responsible, responsive bidders, as determined by the Solicitor. Mr. Thompson noted that he sent the supporting information to the NMWA Board before awarding the following contracts:

- Contract No. 1 – Municipal Waste Hauling and Disposal – Waste Management
- Contract No. 2 – Grit/Screening Waste Hauling and Disposal – J P Mascaro
- Contract No. 3 – Biosolids Waste Hauling and Disposal – J P Mascaro

Mr. Thompson stated that Resolution No. 2022-02, which was distributed previously to the NMWA Board, is intended to ratify these awards.

On a motion by Mr. Simpson, seconded by Ms. Sanders, the NMWA Board unanimously approved Resolution No. 2022-02 ratifying the awards of the waste hauling and disposal contracts.

Mr. Thompson reminded the NMWA Board that at the February meeting a representative from HRG presented the Capacity Study and explained that certain capital improvements would increase the capacity of the sewer system to serve the potential development at the State Hospital. At that same meeting Mr. Thompson informed the NMWA Board that HRG was instructed to prepare an application for State funding to pursue these capital improvements. Mr. Thompson then stated that one of the requirements of the grant application process was a Resolution from the Authority indicating its intent to apply for the assistance and that Resolution No. 2022-03, which was previously distributed to the NMWA Board, is intended to satisfy this requirement.

On a motion by Ms. Lawrence, seconded by Ms. Sanders, the NMWA Board unanimously approved Resolution No. 2022-03 requesting a PA Small Water and Sewer Program Grant for certain sanitary sewer improvements.

Mr. Nester and Ms. Sanders summarized a joint meeting that they and Mr. Thompson attended with the President and Vice President of the Municipal Council and the Municipal Administrator. They described the meeting as positive and stated that: (1) both parties agreed to work together in conjunction with the Sewer Evaluation Study to be undertaken by the Municipality; (2) the Authority discussed the changes it was proposing to the Intergovernmental Agreement (“Agreement”) between both parties to enable the Sewer Evaluation Study to proceed; and (3) both parties acknowledged the need for an introductory group meeting as well as periodic appearances of Authority representatives at Municipal Council sessions to provide updates on the sewer system and its operations.

Mr. Thompson reviewed the revisions proposed by staff to the Agreement and the reasoning behind the revisions. It should be noted that the revisions were shared with the NMWA Board in an email the previous week. He added as a follow up to the joint meeting that the Municipal Administrator was setting aside the first Council meeting in June, September and December for Authority representatives to make a presentation and was working on dates for a social gathering of the two boards in April.

Mr. Rudolph indicated that he had a conversation with the Municipal Solicitor, who reported that the Municipality would seriously consider the proposed changes to the Agreement. Mr. Rudolph recommended that if the NMWA Board had no objections to the proposed changes, it should adopt a Resolution supporting the revised Agreement and authorize the Chairperson to sign the document. Mr. Rudolph stated that he had prepared Resolution No. 2022-04 for this purpose and brought the Resolution with him. The Resolution was displayed on the monitor in the Authority meeting room for all members to read.

On a motion by Mr. Simpson, seconded by Ms. Sanders, the NMWA Board unanimously approved Resolution No. 2022-04 approving the Intergovernmental Agreement between the Municipality of Norristown and the Norristown Municipal Waste Authority.

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

Total Operation Disbursements for March	\$146,306.89
Capital Expenditures	\$247,339.36
TOTALS FOR MARCH	\$393,646.25

On a motion by Mr. Simpson., seconded by Ms. Lawrence, the NMWA Board unanimously approved the monthly disbursements for March 2022 in the total amount of \$393,646.25.

**OTHER COMMENTS:**

The next NMWA Board meeting is scheduled for April 13, 2022.

**ADJOURNMENT:**

On a motion by Ms. Sanders, the NMWA Board Meeting was adjourned.

SUBMITTED BY:       BARRY THOMPSON

**NORRISTOWN MUNICIPAL WASTE AUTHORITY**  
**MINUTES OF THE MEETING**  
**APRIL 13, 2022**

**CALL TO ORDER:**

The April meeting of the Board of the Norristown Municipal Waste Authority (“NMWA”) was called to order by Chairman Gregory Nester at 6:45 PM. The meeting was conducted in a hybrid fashion with members participating either in-person or by video/audio conference.

**ROLL CALL:**

Board members present:

Gregory Nester  
Cyril Burke  
Cathy Lawrence  
Gary Simpson  
Sonya Sanders

Also in attendance:

Ed Rudolph, Rudolph Clarke, LLC  
John Larson, NMWA  
Barry Thompson, Keystone Alliance Consulting

**PUBLIC COMMENT:**

None.

**PRESENTATION OF AUDITORS:**

Ms. Anastasia Devlin of Bee Bergvall & Co. attended virtually and discussed the audited financial statements for 2021, which had been previously distributed to the NMWA Board members. Ms. Devlin stated that there was support for all items selected for testing and the financial statements were free from material error. She shared a presentation that compared the revenues, expenses, and net operating income for the last five years and noted that the revenues decreased in 2020 primarily as a result of the pandemic but that it was offset by a reduction in expenses. She expressed a concern with the increase in the accounts receivables, acknowledging that this was related to the pandemic and needed to be addressed in 2021. Finally, Ms. Devlin indicated that the Authority satisfied its financial requirements in terms of its bank loan.

Mr. Thompson followed the auditor’s presentation with an explanation of the differences between the financials reported by the auditor and those provided by the Authority each month.

**APPROVAL OF MINUTES:**

On a motion by Mr. Simpson, seconded by Ms. Sanders, the NMWA Board approved the Minutes of the March 9, 2022 Authority Meeting. Mr. Burke abstained since he did not attend the meeting.

**STAFF REPORTS:**

Mr. Nester commented that staff reports were distributed to the NMWA Board along with other meeting documents. He asked if anyone had a question regarding the staff reports. There were none.



Mr. Thompson reported that the accounts receivable for February increased by approximately \$17,000 but he noted that February is a short month for collections. He added that the office continues to focus on delinquent landlords and utilize water shut-offs on a selected basis and as a result received a large payment from a landlord. Mr. Thompson stated that the expenses to date are below budget if flood related expenditures are excluded from the analysis. Finally, he indicated that the cash statement for February showed a deficit of \$81,954 due to several factors, including lower collections.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

Mr. Thompson reminded the NMWA Board that an email was sent by Mr. Larson discussing the need for approving the new local limits required by the NPDES permit and established by the Environmental Protection Agency after its review of the sampling analysis submitted by the Authority. Mr. Thompson added that Resolution No. 2022-05, which was distributed previously to the NMWA Board, is intended to approve the local limits and amend the Rates, Rules and Regulation to incorporate the change.

On a motion by Mr. Simpson, seconded by Ms. Sanders, the NMWA Board unanimously approved Resolution No. 2022-05 amending the local limits set forth in Exhibit A of the Rates, Rules and Regulations.

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

Total Operation Disbursements for April	\$188,455.83
Capital Expenditures	\$226,847.08
<b>TOTALS FOR APRIL</b>	<b>\$415,302.91</b>

On a motion by Mr. Simpson., seconded by Ms. Lawrence, the NMWA Board unanimously approved the monthly disbursements for April 2022 in the total amount of \$415,302.91.

**OTHER COMMENTS:**

The next NMWA Board meeting is scheduled for May 11, 2022.

**ADJOURNMENT:**

On a motion by Ms. Sanders, the NMWA Board Meeting was adjourned.

SUBMITTED BY:        BARRY THOMPSON

**NORRISTOWN MUNICIPAL WASTE AUTHORITY**  
**MINUTES OF THE MEETING**  
**MAY 11, 2022**

**CALL TO ORDER:**

The May meeting of the Board of the Norristown Municipal Waste Authority ("NMWA") was called to order by Chairman Gregory Nester at 6:45 PM. The meeting was conducted virtually.

**ROLL CALL:**

Board members present:

Gregory Nester  
Cathy Lawrence  
Sonya Sanders

Also in attendance:

Ed Rudolph, Rudolph Clarke, LLC  
John Larson, NMWA  
Barry Thompson, Keystone Alliance Consulting

**PUBLIC COMMENT:**

None.

**APPROVAL OF MINUTES:**

The approval of the Minutes of the April 13, 2022 Authority Meeting was tabled due to a lack of a quorum present who attended the April Authority meeting.

**STAFF REPORTS:**

Mr. Nester commented that staff reports were distributed to the NMWA Board along with other meeting documents. He asked if anyone had a question regarding the staff reports. There were none.

Mr. Larson referred to the flow metering study mentioned in the HRG report and noted that the initial data is pointing to 3 basins as high flow areas that will need further investigation. He stressed the importance of the flow metering effort in determining the future remediation work to be undertaken in the sewer system.

Mr. Thompson stated that the trend in the financials for 2022 projects two months of deficits and one month of surplus offsetting the deficits, coinciding with the quarterly reimbursement from West Norriton Township, and that a rate adjustment may be needed for 2023. He reviewed his previous email communication with the Board on a meeting with Fulton Bank and Bond Counsel where the possibility of a refinancing was discussed. Mr. Thompson indicated that further information will be provided after the Bank develops several refinancing scenarios. Finally, he reminded the Board that several years ago it had enacted a provision to reduce tapping fees under certain tax abatement situations and that two Ordinances passed by the Municipal Council in 2021 regarding redevelopment of property in deteriorated neighborhoods might satisfy that requirement.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

None.

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

Total Operation Disbursements for May	\$121,559.39
Capital Expenditures	\$347,242.34
<b>TOTALS FOR MAY</b>	<b>\$468,801.73</b>

On a motion by Ms. Lawrence., seconded by Mr. Nester, the NMWA Board unanimously approved the monthly disbursements for May 2022 in the total amount of \$468,801.73.

**OTHER COMMENTS:**

The next NMWA Board meeting is scheduled for June 8, 2022 at the wastewater treatment plant.

**ADJOURNMENT:**

On a motion by Ms. Lawrence, the NMWA Board Meeting was adjourned.

SUBMITTED BY:       BARRY THOMPSON

**NORRISTOWN MUNICIPAL WASTE AUTHORITY**  
**MINUTES OF THE MEETING**  
**JUNE 8, 2022**

**CALL TO ORDER:**

The June meeting of the Board of the Norristown Municipal Waste Authority (“NMWA”) was called to order by Chairman Gregory Nester at 6:50 PM at the Norristown Wastewater Treatment Plant.

**ROLL CALL:**

Board members present:

Gregory Nester  
Cyril Burke  
Gary Simpson  
Sonya Sanders

Also in attendance:

Ed Rudolph, Rudolph Clarke, LLC  
John Larson, NMWA  
Barry Thompson, Keystone Alliance Consulting

**PUBLIC COMMENT:**

Mr. Nester noted that the change in the meeting venue was advertised in the local newspaper.

Mr. Thompson stated that Ms. Lawrence informed him that she was resigning from her position as a Board member.

**APPROVAL OF MINUTES:**

On a motion by Ms. Sanders, seconded by Mr. Burke, the NMWA Board approved the Minutes of the April 13, 2022 Authority Meeting.

The approval of the Minutes of the May 11, 2022 Authority Meeting was tabled due to a lack of a quorum present who attended the May Authority meeting.

**STAFF REPORTS:**

Mr. Nester commented that staff reports were distributed to the NMWA Board along with other meeting documents. He asked if anyone had a question regarding the staff reports. There were none.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

Mr. Thompson reminded the NMWA Board that the Professional Services Agreement for 1651 Markley Street was distributed previously and is a standard agreement used for developments, and that the appropriate escrow money was provided by the developer.

On a motion by Mr. Simpson, seconded by Mr. Burke, the NMWA Board unanimously approved the Professional Services Agreement between the Norristown Municipal Waste Authority and 1651 Markley Street, LLC in connection with the proposed development at 1651 Markley Street.

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

Total Operation Disbursements for June	\$143,302.08
Capital Expenditures	\$192,601.77
<b>TOTALS FOR JUNE</b>	<b>\$336,203.85</b>

On a motion by Mr. Simpson, seconded by Ms. Sanders, the NMWA Board unanimously approved the monthly disbursements for June 2022 in the total amount of \$336,203.85.

**OTHER COMMENTS:**

The next NMWA Board meeting is scheduled for July 13, 2022.

**ADJOURNMENT:**

On a motion by Mr. Burke, the NMWA Board Meeting was adjourned.

SUBMITTED BY:      BARRY THOMPSON

**NORRISTOWN MUNICIPAL WASTE AUTHORITY**  
**MINUTES OF THE MEETING**  
**JULY 13, 2022**

**CALL TO ORDER:**

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. The meeting was conducted virtually.

**ROLL CALL:**

Board members present:

Gregory Nester  
Cyril Burke  
Sonya Sanders

Also in attendance:

Ed Rudolph, Rudolph Clarke, LLC  
John Larson, NMWA  
Barry Thompson, Keystone Alliance Consulting

**PUBLIC COMMENT:**

None.

**APPROVAL OF MINUTES:**

On a motion by Mr. Burke, seconded by Ms. Sanders, the NMWA Board approved the Minutes of the June 8, 2022 Authority Meeting.

**STAFF REPORTS:**

Mr. Nester commented that staff reports were distributed to the NMWA Board along with other meeting documents. He asked if anyone had a question regarding the staff reports. There were none.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

None

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

Total Operation Disbursements for July	\$136,443.58
Capital Expenditures	\$286,309.87
<b>TOTALS FOR JULY</b>	<b>\$422,753.45</b>

On a motion by Ms. Sanders, seconded by Mr. Burke, the NMWA Board unanimously approved the monthly disbursements for July 2022 in the total amount of \$422,753.45.

**OTHER COMMENTS:**

A dinner meeting with Council is scheduled for July 20, 2022.

The next NMWA Board meeting is scheduled for August 10, 2022.

**ADJOURNMENT:**

On a motion by Ms. Sanders, the NMWA Board Meeting was adjourned.

SUBMITTED BY: BARRY THOMPSON

**NORRISTOWN MUNICIPAL WASTE AUTHORITY**  
**MINUTES OF THE MEETING**  
**AUGUST 10, 2022**

**CALL TO ORDER:**

The August meeting of the Board of the Norristown Municipal Waste Authority (“NMWA”) was called to order by Chairman Gregory Nester at 6:48 PM. The meeting was conducted virtually.

**ROLL CALL:**

Board members present:

Gregory Nester  
Cyril Burke  
Sonya Sanders

Also in attendance:

Ed Rudolph, Rudolph Clarke, LLC  
John Larson, NMWA  
Barry Thompson, Keystone Alliance Consulting

**PUBLIC COMMENT:**

None.

**APPROVAL OF MINUTES:**

On a motion by Mr. Burke, seconded by Ms. Sanders, the NMWA Board approved the Minutes of the July 13, 2022 Authority Meeting.

**STAFF REPORTS:**

Mr. Nester commented that staff reports were distributed to the NMWA Board along with other meeting documents. He asked if anyone had a question regarding the staff reports. There were none.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

None



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

Total Operation Disbursements for August	\$130,266.65
Capital Expenditures	\$129,041.64
TOTALS FOR AUGUST	\$259,308.29

On a motion by Mr. Burke, seconded by Ms. Sanders, the NMWA Board unanimously approved the monthly disbursements for August 2022 in the total amount of \$259,308.29.

**OTHER COMMENTS:**

Gary Simpson joined the meeting at 6:58 PM.

The next NMWA Board meeting is scheduled for September 14, 2022. It will start at 6:00 pm.

Mr. Nester noted that the Authority will have a table at State Representative Matt Bradford's Family Fair at the Elmwood Park Zoo on August 18, 2022.

**ADJOURNMENT:**

On a motion by Ms. Sanders, the NMWA Board Meeting was adjourned.

SUBMITTED BY: BARRY THOMPSON

**NORRISTOWN MUNICIPAL WASTE AUTHORITY**  
**MINUTES OF THE MEETING**  
**SEPTEMBER 14, 2022**

**CALL TO ORDER:**

The September meeting of the Board of the Norristown Municipal Waste Authority (“NMWA”) was called to order by Chairman Gregory Nester at 6:00 PM. The meeting was conducted virtually.

**ROLL CALL:**

Board members present:

Gregory Nester  
Gary Simpson  
Sonya Sanders

Also in attendance:

Ed Rudolph, Rudolph Clarke, LLC  
John Larson, NMWA  
Barry Thompson, Keystone Alliance Consulting

**PUBLIC COMMENT:**

Mr. Thompson noted that the change in the meeting time was advertised in the local newspaper.

**APPROVAL OF MINUTES:**

On a motion by Ms. Sanders, seconded by Mr. Nester, the NMWA Board approved the Minutes of the August 10, 2022 Authority Meeting.

**STAFF REPORTS:**

Mr. Nester commented that staff reports were distributed to the NMWA Board along with other meeting documents. He asked if anyone had a question regarding the staff reports. There were none.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

Mr. Thompson reminded the NMWA Board that the Professional Services Agreement for 250 E. Johnson Highway (former Kennedy-Kenrick high school site) was distributed previously and is a standard agreement used for developments, and that the appropriate escrow money was provided by the developer.

On a motion by Mr. Simpson, seconded by Ms. Sanders, the NMWA Board unanimously approved the Professional Services Agreement between the Norristown Municipal Waste Authority and Prosov, LLC in connection with the proposed development at 250 E. Johnson Highway (site of the former Kennedy-Kenrick high school).

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

Total Operation Disbursements for September	\$187,146.35
Capital Expenditures	\$106,072.25
<b>TOTALS FOR SEPTEMBER</b>	<b>\$293,218.60</b>

On a motion by Mr. Simpson, seconded by Ms. Sanders, the NMWA Board unanimously approved the monthly disbursements for September 2022 in the total amount of \$293,218.60.

**OTHER COMMENTS:**

The next NMWA Board meeting is scheduled for October 12, 2022. Mr. Thompson requested all Board members to attend in person.

**ADJOURNMENT:**

On a motion by Mr. Simpson, the NMWA Board Meeting was adjourned.

SUBMITTED BY:     BARRY THOMPSON

**NORRISTOWN MUNICIPAL WASTE AUTHORITY**  
**MINUTES OF THE MEETING**  
**OCTOBER 12, 2022**

**CALL TO ORDER:**

The October meeting of the Board of the Norristown Municipal Waste Authority (“NMWA”) was called to order by Chairman Gregory Nester at 6:45 PM. The meeting was conducted in-person with the public attending virtually.

**ROLL CALL:**

Board members present:

Gregory Nester  
Cyril Burke  
Gary Simpson  
Sonya Sanders

Also in attendance:

Ed Rudolph, Rudolph Clarke, LLC  
John Larson, NMWA  
Barry Thompson, Keystone Alliance Consulting

**PUBLIC COMMENT:**

None.

**APPROVAL OF MINUTES:**

On a motion by Ms. Sanders, seconded by Mr. Simpson, the NMWA Board approved the Minutes of the September 14, 2022 Authority Meeting. Mr. Burke abstained since he did not attend the meeting.

**STAFF REPORTS:**

Mr. Nester commented that staff reports were distributed to the NMWA Board along with other meeting documents. He asked if anyone had a question regarding the staff reports. There were none.

Mr. Fox, Authority Engineer from HRG, and Mr. Larson utilized a slide presentation to discuss the current and future improvements to the wastewater treatment plant and the sewer system. They stated that the plant upgrade project is anticipated to be completed by the end of the year and that there are no additional requisite improvements envisioned for the facility at this time. They indicated that the Authority would be submitting a grant application this year for work to insure the resilience of the facility against flooding. As for the sewer system, it was noted that the capacity study completed by the Authority in 2022 showed that the sewers were capable of handling development at the State Hospital, the old Kennedy Kenrick site, the riverfront and along Main Street. The Board was reminded that the Authority was working on a flow metering study to determine high flow (infiltration/inflow) areas in the sewer system that would need to be

addressed in the future. They stated that the Authority would also be submitting a grant application this year for funds to start the remediation process. It was noted that the Municipality is scheduled to undertake a televising project of the entire sewer system and that the results of the study would be considered in any proposed sewer improvements. Finally, Mr. Fox and Mr. Larson presented two graphs demonstrating that there is sufficient capacity in both the sewers and the wastewater treatment plant to handle proposed development in the Municipality.

**NEW BUSINESS:**

Mr. Thompson informed the Board that the Authority was sent a test bill by the Stormwater Authority for the wastewater treatment plant site and that it was assumed this would be the billing amount for 2023 although the Municipality did not inform the Authority of the bill.

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

Total Operation Disbursements for October	\$153,337.79
Capital Expenditures	\$610,845.91
<b>TOTALS FOR OCTOBER</b>	<b>\$764,183.70</b>

On a motion by Mr. Burke, seconded by Mr. Simpson, the NMWA Board unanimously approved the monthly disbursements for October 2022 in the total amount of \$764,183.70.

**OTHER COMMENTS:**

The next NMWA Board meeting is scheduled for November 9, 2022. Mr. Thompson stated that the purpose of the meeting would be to discuss the proposed 2023 budget,

**ADJOURNMENT:**

On a motion by Ms. Sanders, the NMWA Board Meeting was adjourned.

SUBMITTED BY:     BARRY THOMPSON

**NORRISTOWN MUNICIPAL WASTE AUTHORITY**  
**MINUTES OF THE MEETING**  
**NOVEMBER 9, 2022**

**CALL TO ORDER:**

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

**ROLL CALL:**

Board members present:

Gregory Nester  
Sonya Sanders  
Gary Simpson

Also in attendance:

Ed Rudolph, Rudolph Clarke, LLC  
John Larson, NMWA  
Barry Thompson, Keystone Alliance Consulting

**PUBLIC COMMENT:**

None.

**APPROVAL OF MINUTES:**

On a motion by Mr. Simpson, seconded by Ms. Sanders, the NMWA Board approved the Minutes of the October 12, 2022 Authority Meeting.

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

Total Operation Disbursements for November	\$134,989.39
Capital Expenditures	\$161,762.33
<b>TOTALS FOR NOVEMBER</b>	<b>\$296,751.72</b>

On a motion by Ms. Sanders, seconded by Mr. Simpson, the NMWA Board unanimously approved the monthly disbursements for November 2022 in the total amount of \$296,751.72.

**STAFF REPORTS:**

Mr. Nester commented that staff reports were distributed to the NMWA Board along with other meeting documents. He asked if anyone had a question regarding the staff reports. There were none.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

Mr. Thompson reminded the NMWA Board that the draft operating budget for 2023 was distributed along with a memorandum requesting a 3 percent increase in the sewer rates to enable the Authority to cover expenses impacted by inflation and satisfy its debt service coverage requirement with the bank in connection with its outstanding loans. Mr. Thompson noted that sewer rates have not been increased since 2017 and that the amount of the rate adjustment would be \$8 per year for the average customer.

After a discussion of the budget and financial situation of the Authority, the Board recommended that the budget be amended to reflect a 3 percent rate increase. Mr. Thompson stated that the amended budget and the rate increase could be formally enacted at the December Authority meeting.

**OTHER COMMENTS:**

The next NMWA Board meeting is scheduled for December 14, 2022. It will be held at Corbett, Inc. on Buttonwood Street.

**ADJOURNMENT:**

On a motion by Mr. Nester, the NMWA Board Meeting was adjourned.

SUBMITTED BY:     BARRY THOMPSON