

**NORRISTOWN MUNICIPAL WASTE AUTHORITY**  
**MINUTES OF THE MEETING**  
**JANUARY 11, 2017**

**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 in the Norristown Municipal Waste Authority Office.

**ROLL CALL:**

Board members present:

Gregory Nester  
Cathy Lawrence  
Jack Ochnich  
Cyril Burke

Also in attendance:

Ed Rudolph, Rudolph Clarke, LLC  
Dean Miller, Miller Environmental  
Robert Praga, Remington & Vernick (RVB)  
Barry Thompson, Keystone Alliance Consulting

**PUBLIC COMMENT:**

None.

**ELECTION OF OFFICERS:**

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

"Moved that effective this date the Board of the Norristown Municipal Waste Authority ("Authority") does hereby elect the following members to the offices 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
Fernando Feliciano, Jr.	Treasurer
Jack Ochnich	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 2018."

**APPROVAL OF MINUTES:**

On a motion by Mr. Burke, seconded by Mr. Ochnich, the NMWA Board unanimously approved the Minutes of the December 14, 2016 Authority Meeting.

## **STAFF REPORTS:**

Mr. Praga reported that there was no change for the Kennedy Kenrick Senior Living project, the Norristown Centre project, or the Markley Street Section 510 project.

Mr. Praga stated that the PaDEP permit application for the stream crossing permit required for the replacement of the existing 8-inch sewer main for the Lafayette Street Corridor was approved.

Mr. Praga indicated that paving has been laid over the sewer trenches for the winter months for the Chain Street Sewer Extension (final paving will take place in the spring) and the sewer has passed all tests for leakage and pipe deflection so that the residents will be allowed to connect to the sewer.

Mr. Praga noted that the proposed design for the new roadway and trail realignment will cross over or near two sanitary lines for the Markley Street Section 530 project and could possibly necessitate the relocation of the existing sewer.

Mr. Miller referred to the monthly maintenance report and stated that for the month of December the wastewater treatment plant had no permit violations and treated an average daily flow of 4,350,000 gallons with a total rainfall of 4.46 inches.

Mr. Thompson, reporting on behalf of BCM, indicated that the PaDEP Sewage Compliance Inspection Report was reviewed with the staff and will be discussed in detail in the next few weeks. He added that a pre-construction meeting will be scheduled for the digester mixing system after the Authority signs the agreement with the low bidder, Eastern Environmental.

Mr. Thompson, reporting on behalf of SSM, noted that the Warren Street Pipe Replacement Project is complete and that the Semi-Annual Report for the Consent Order and Agreement is due to the PaDEP by April 30, 2017.

Mr. Rudolph stated that the Municipality will need to change its Code regarding the sale of a property in order to comply with a change in the state law affecting the issuance of a Use & Occupancy certificate and in turn the sewer lateral inspection program of the Authority.

Mr. Thompson indicated that the accounts receivable increased from last month and that there was a cash deficit for the month, which resulted in a cash deficit for the year of \$136,279. Finally, he commented that the operating disbursements for the month of January totaled \$205,251.22 while the capital expenditures amounted to \$12,673.68 and covered engineering payments to BCM and SSM.

## **OLD BUSINESS:**

None.

## **NEW BUSINESS:**

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

On a motion by Ms. Lawrence, 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. Ochnich, the NMWA unanimously approved the appointment of the firm of Miller Environmental, Inc. as Contract Manager.

On a motion by Ms. Lawrence, seconded by Mr. Burke, the NMWA unanimously approved the appointment of the firm of Keystone Alliance Consulting as Executive Director.

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

Total Operation Disbursements for January	\$205,251.22
Capital Expenditures	\$12,673.68
<b>TOTALS FOR JANUARY</b>	<b>\$217,924.90</b>

On a motion by Mr. Ochnich, seconded by Mr. Burke, the NMWA unanimously approved the monthly disbursements for January 2017 in the total amount of \$217,924.90.

**OTHER COMMENTS:**

The next NMWA Board Meeting is scheduled for February 8, 2017 in the NMWA office.

**ADJOURNMENT:**

On a motion by Mr. Ochnich, seconded by Mr. Burke and unanimously approved by the Board, the Authority Meeting was adjourned.

SUBMITTED BY:	ROSEANN SANTANGELO
EDITED BY:	BARRY THOMPSON

**NORRISTOWN MUNICIPAL WASTE AUTHORITY**  
**MINUTES OF THE MEETING**  
**FEBRUARY 8, 2017**

**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 in the Norristown Municipal Waste Authority Office.

**ROLL CALL:**

Board members present:

Gregory Nester  
Cathy Lawrence  
Jack Ochnich  
Fernando Feliciano

Also in attendance:

Ed Rudolph, Rudolph Clarke, LLC  
Robert Praga, Remington & Vernick (RVB)  
Barry Thompson, Keystone Alliance Consulting

**PUBLIC COMMENT:**

Mr. Nester reported that Ms. Lawrence has been re-appointed by the Municipal Council.

Mr. Thompson reported that Dave Van Buskirk is retiring in April from his position as Manager of the wastewater treatment plant and that a replacement, John Larson, has been hired after a lengthy interviewing process. He added that Mr. Larson will be signing an Employment Agreement in connection with his hiring.

On a motion by Mr. Feliciano, seconded by Ms. Lawrence, the NMWA Board unanimously approved the Employment Agreement, subject to the approval of the Solicitor and the Executive Director as to format and content.

**APPROVAL OF MINUTES:**

On a motion by Ms. Lawrence, seconded by Mr. Ochnich, the NMWA Board unanimously approved the Minutes of the January 11, 2017 Authority Meeting. Mr. Feliciano abstained because he did not attend the meeting.

**STAFF REPORTS:**

Mr. Praga reported that there was no change for the Kennedy Kenrick Senior Living project, the Norristown Centre (Royal Farms) project, or the Markley Street Section 510 project.

Mr. Praga noted that the developer signed the Professional Service Agreement for the project at the site of the old Montgomery Hospital and that the project will be constructed in three phases consisting of a 50-unit senior living facility, a second 50-unit senior living facility, and a medical facility. Mr. Praga added that there are sufficient tapping fee credits available from the former Montgomery Hospital for the first phase.

Mr. Praga stated that an updated cost share agreement from the County specifies that the Authority will be solely responsible for the costs incurred for adjusting existing castings (manholes) for the Lafayette Street Corridor project.

Mr. Praga reported that the 2016 Chapter 94 Report is due to be submitted to PaDEP by March 31, 2017.

Mr. Praga indicated that the Chain Street Sewer Extension project is complete except for the final paving, which will be addressed when the weather is warmer.

Mr. Thompson, reporting on behalf of Mr. Miller, referred to the monthly maintenance report and noted that for the month of January, the collection system personnel cleaned 28,575 feet of pipe, and responded to 313 PA 1 calls and five sewer blockage calls, two of which were the responsibility of the NMWA, while the wastewater treatment plant had no permit violations and treated an average daily flow of 4,310,000 gallons with a total rainfall of 2.83 inches and a total snow-fall of 2.25 inches.

Mr. Thompson, reporting on behalf of BCM, stated that Contract No. 14, the installation of the mixing system for Digester No. 1, should begin in the next few weeks. He added that a report is anticipated from the PaDEP Operations Specialist, who reviewed the aeration system and other units at the wastewater treatment plant, and that a meeting will be held to review the recommendations of the report.

Mr. Thompson indicated that he and SSM met with the PaDEP to discuss a 5-year extension to the Consent Order and Agreement, which expires in 2019.

Mr. Thompson reported that the accounts receivables dropped almost \$30,000 from last month but was still above the \$900,000 threshold. He noted that the January collections and the sewer billings were above average and that there was a cash deficit of \$18,927 for the month. Mr. Thompson commented that the operating disbursements for the month of February totaled \$267,861.96 while the capital expenditures amounted to \$35,671.38 and covered engineering payments to BCM and SSM as well as a payment to the contractor for the Chain Street Sewer Extension Project.

#### **NEW BUSINESS:**

On a motion by Mr. Feliciano, seconded by Ms. Lawrence, the NMWA Board unanimously approved the Professional Services Agreement between the Norristown Municipal Waste Authority and Elon at Montgomery Park, LP in connection with the proposed development of housing for the elderly at the former Montgomery Hospital site.

#### **OLD BUSINESS:**

None.

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

Total Operation Disbursements for February	\$231,861.96
Capital Expenditures	\$35,671.38
<b>TOTALS FOR FEBRUARY</b>	<b>\$267,533.34</b>

On a motion by Ms. Lawrence, seconded by Mr. Ochnich, the NMWA unanimously approved the monthly disbursements for February 2017 in the total amount of \$267,533.34.

#### **OTHER COMMENTS:**

The next NMWA Board Meeting is scheduled for March 8, 2017 in the NMWA office.

#### **ADJOURNMENT:**

On a motion by Mr. Ochnich, seconded by Ms. Lawrence and unanimously approved by the Board, the Authority Meeting was adjourned.

SUBMITTED BY:	ROSEANN SANTANGELO
EDITED BY:	BARRY THOMPSON

**NORRISTOWN MUNICIPAL WASTE AUTHORITY**  
**MINUTES OF THE MEETING**  
**MARCH 8, 2017**

**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 in the Norristown Municipal Waste Authority Office.

**ROLL CALL:**

Board members present:

Gregory Nester  
Cyril Burke  
Cathy Lawrence  
Fernando Feliciano

Also in attendance:

Ed Rudolph, Rudolph Clarke, LLC  
Robert Praga, Remington & Vernick (RVB)  
Dean Miller, Miller Environmental  
Barry Thompson, Keystone Alliance Consulting  
David Van Buskirk, NMWA  
John Larson, NMWA

**PUBLIC COMMENT:**

Mr. Thompson reminded the NMWA Board that Mr. Van Buskirk was retiring in April as the Manager of the wastewater treatment plant and introduced his replacement, John Larson. Mr. Thompson thanked Mr. Van Buskirk for his many years of dedicated service to the NMWA.

**APPROVAL OF MINUTES:**

On a motion by Ms. Lawrence, seconded by Mr. Feliciano, the NMWA approved the Minutes of the February 8, 2017 Authority Meeting. Mr. Burke abstained since he did not attend the meeting.

**STAFF REPORTS:**

Mr. Praga reported that there was no change for the Kennedy Kenrick Senior Living project, the Norristown Centre (Royal Farms) project, the Markley Street Section 510 (Elm Street to Main Street) project, or the Lafayette Corridor project.

Mr. Praga noted that the plans for the sewer design for the project at the site of the old Montgomery Hospital were reviewed and approved by RVB.

Mr. Praga stated that the Markley Street Section 530 (Barbadoes Corridor) project will involve a new roadway, which may require a few manhole adjustments and that RVB is working with PennDOT to identify the manholes.

Mr. Praga indicated that the final paving on Chain Street will be scheduled when the weather is warmer.

Mr. Praga noted that the 2016 Chapter 94 Report is due to be submitted to PaDEP by March 31, 2017.

Mr. Praga stated that a pre-application meeting took place with the Municipality regarding the proposal for 9 apartments at 221 West Main Street.

Mr. Praga commented that the preliminary work for the proposed 36-unit development at 1529 Dekalb Street has started.

Mr. Praga indicated that the annual water meter credit for One Montgomery Plaza and the Montgomery County Courthouse is being developed and is estimated to be approximately \$26,000.

Mr. Miller referred to the monthly maintenance report and noted that for the month of February, the collection system personnel cleaned 18,550 feet of pipe and responded to 180 PA 1 calls and 4 sewer blockage calls, 2 of which were the responsibility of the NMWA, while the wastewater treatment plant had no permit violations and treated an average daily flow of 3,710,000 gallons with a total rainfall of 0.87 inches and a total snowfall of 2.00 inches.

Mr. Miller, reporting on behalf of BCM, noted that work on Contract No. 14, the installation of the mixing system for Digester No. 1, has begun. He added that a meeting was held to review the report issued by the PaDEP Operations Specialist regarding the aeration equipment and related units.

Mr. Thompson stated that the accounts receivable increased for the month and that there was a cash surplus of \$85,705 in February primarily due to the receipt of the West Norriton quarterly reimbursement. Mr. Thompson commented that the operating disbursements for the month of March totaled \$207,674.34 while the capital expenditures amounted to \$36,391.02 and covered engineering payments to BCM and SSM as well as a payment to the contractor for the Digester Rehabilitation Project, which was approved by BCM in the amount of \$27,000.00.

**NEW BUSINESS:**

None.

**OLD BUSINESS:**

None.

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

Total Operation Disbursements for March	\$207,674.34
Capital Expenditures	\$36,391.02
Developer Escrow	\$1,045.00
<b>TOTALS FOR MARCH</b>	<b>\$245,110.36</b>

On a motion by Mr. Burke, seconded by Mr. Feliciano, the NMWA unanimously approved the monthly disbursements for March 2017 in the total amount of \$245,110.36.

**OTHER COMMENTS:**

The next NMWA Board Meeting is scheduled for April 11, 2017 in the NMWA office. The meeting date was changed to accommodate a scheduling conflict.

**ADJOURNMENT:**

On a motion by Mr. Burke, seconded by Ms. Lawrence and unanimously approved by the Board, the Authority Meeting was adjourned.

SUBMITTED BY: ROSEANN SANTANGELO  
EDITED BY: BARRY THOMPSON

**NORRISTOWN MUNICIPAL WASTE AUTHORITY**  
**MINUTES OF THE MEETING**  
**APRIL 11, 2017**

**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 in the Norristown Municipal Waste Authority Office.

**ROLL CALL:**

Board members present:

Gregory Nester  
Cathy Lawrence  
Fernando Feliciano  
Jack Ochnich

Also in attendance:

Ed Rudolph, Rudolph Clarke, LLC  
Robert Praga, Remington & Vernick (RVB)  
Barry Thompson, Keystone Alliance Consulting  
John Larson, NMWA

**PUBLIC COMMENT:**

Mr. Thompson announced that the change in the meeting date was advertised in the Times Herald and the Authority website.

**PRESENTATION OF AUDITORS:**

Ms. Anastasia Devlin of Bee Bergvall & Co. discussed the audited financial statements for 2015, which had been previously distributed to the NMWA Board members, and provided a summary of the revenues, expenses, and net income of the sewer operations for 2016. Ms. Devlin added that the records were neat and orderly, there was support for all items selected for testing, and the financial statements were free from material error.

**APPROVAL OF MINUTES:**

On a motion by Mr. Feliciano, seconded by Ms. Lawrence, the NMWA approved the Minutes of the March 8, 2017 Authority Meeting. Mr. Ochnich abstained since he did not attend the meeting.

**STAFF REPORTS:**

Mr. Praga reported that there was no change for the Kennedy Kenrick Senior Living project, the Montgomery Park project (site of old Montgomery Hospital) and the Markley Street Section 510 (Elm Street to Main Street) project.

Mr. Praga noted that a PA One-Call was requested by the developer for the Norristown Centre project.

Mr. Praga stated that the developer for the proposed 36-townhome project at 1529 Dekalb Street has submitted preliminary layouts to the Municipality but has not signed the Professional Services Agreement with the Authority.

Mr. Praga indicated that the annual water meter credit for the Montgomery County Courthouse and One Montgomery Plaza has been calculated and submitted to the Authority to enable the processing of a sewer refund.



Mr. Praga noted that PennDOT was completing its review of the pertinent documents associated with the Lafayette Street Corridor and that the agency expects construction will commence in the summer.

Mr. Praga stated that the final paving on Chain Street is scheduled for April 14, 2017.

Mr. Praga noted that RVB was assembling contract documents for submittal to the PennDOT engineer for the Mar-kley Street Section 530 (Barbadoes Corridor) project.

Mr. Praga indicated that the 2016 Chapter 94 Report was submitted to PaDEP on March 31, 2017.

Mr. Praga stated that the owner of the property at 220 West Main Street is proposing to construct a convenience store addition to the existing gas station and that RVB is communicating with the owner to ensure that any sewer work to be done complies with the Authority requirements.

Mr. Praga indicated that RVB is working with the engineer representing the property owner at 109 Water Street to determine the optimum approach for providing sewer service to a building that will be constructed on the site.

Mr. Larson referred to the monthly maintenance report and noted that for the month of February, the collection system personnel cleaned 29,655 feet of pipe and responded to 105 PA 1 calls and 12 sewer blockage calls, 2 of which were the responsibility of the NMWA, while the wastewater treatment plant had no permit violations and treated an average daily flow of 4,400,000 gallons with a total rainfall of 1.76 inches and a total snowfall of 9.00 inches.

Mr. Thompson, reporting on behalf of BCM, noted that the staff and engineer were continuing discussions involving a phased approach to the report issued by the PaDEP Operations Specialist regarding the aeration equipment and related units at the wastewater treatment plant and that work on Contract No. 14, the installation of the mixing system for Digester No. 1, continues and is awaiting a report from the mixer manufacturer on the possible structural modifications that might be needed to support the new system.

Mr. Thompson stated that the accounts receivable decreased approximately \$80,000 due to the water shut-offs and increased collections and that the collections combined with a large payment from Portnoff for an old delinquent account resulted in a cash surplus of \$74,902 in March and \$139,216 for the year to date. Mr. Thompson commented that the operating disbursements for the month of April totaled \$224,495.12 while the capital expenditures amounted to \$74,100.80 and covered engineering payments to BCM and SSM as well as a payment to the contractor for the Digester Rehabilitation Project, which was approved by BCM in the amount of \$62,100.00.

#### **NEW BUSINESS:**

None.

#### **OLD BUSINESS:**

None.

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

Total Operation Disbursements for April	\$224,495.12
Capital Expenditures	\$74,100.80
Developer Escrow	\$1,217.50
<b>TOTALS FOR APRIL</b>	<b>\$299,813.42</b>

On a motion by Ms. Lawrence, seconded by Mr. Feliciano, the NMWA unanimously approved the monthly disbursements for April 2017 in the total amount of \$299,813.42.

**OTHER COMMENTS:**

The next NMWA Board Meeting is scheduled for May 10, 2017 in the NMWA office.

**EXECUTIVE SESSION:**

The NMWA Board started an Executive Session at 7:35 pm to discuss a personnel matter and ended at 7:55 pm.

**ADJOURNMENT:**

On a motion by Mr. Feliciano, seconded by Mr. Ochnich and unanimously approved by the Board, the Authority Meeting was adjourned.

SUBMITTED BY:       BARRY THOMPSON

**NORRISTOWN MUNICIPAL WASTE AUTHORITY**  
**MINUTES OF THE MEETING**  
**MAY 10, 2017**

**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 in the Norristown Municipal Waste Authority Office.

**ROLL CALL:**

Board members present:

Gregory Nester  
Cathy Lawrence  
Fernando Feliciano  
Jack Ochnich  
Cyril Burke

Also in attendance:

Ed Rudolph, Rudolph Clarke, LLC  
Robert Praga, Remington & Vernick (RVB)  
John Larson, NMWA  
Barry Thompson, Keystone Alliance Consulting

**PUBLIC COMMENT:**

None.

**APPROVAL OF MINUTES:**

On a motion by Ms. Lawrence, seconded by Mr. Feliciano, the NMWA approved the Minutes of the April 11, 2017 Authority Meeting. Mr. Burke abstained since he did not attend the meeting.

**STAFF REPORTS:**

Mr. Praga reported that there is no change for the proposed projects at Kennedy Kenrick Senior Living Center, Norristown Centre (Royal Farms), Elon at Montgomery Park (site of old Montgomery Hospital), Markley Street Section 510 (Elm Street to Main Street), or Lafayette Street Corridor.

Mr. Praga stated that a signed Professional Service Agreement (PSA) and escrow payment have been received from the developer for the 1529 Dekalb Street project. Mr. Thompson reminded the Board that he distributed the PSA previously and that is the standard document prepared by the Solicitor.

Mr. Praga noted that there will not be a relocation or replacement of NMWA infrastructure as part of the Markley Street Section 530 project but there will be some adjustments to existing manholes in the vicinity of the proposed Barbados Street connection.

Mr. Praga indicated that the paving for the Chain Street Sewer Extension project is completed.

Mr. Praga stated that the 220 West Main Street (CITGO) project and the 27 W. Fornance Street project are connections to existing laterals.

Mr. Praga noted that a Sewer Connection Application has been received for 109-121 Water Street to connect to the NMWA system via a grinder pump and low pressure force main.

Mr. Larson referred to the monthly maintenance report and reported that for the month of April, the wastewater treatment plant had no permit violations and treated an average daily flow of 5,140,000 gallons with a total rainfall of 3.92 inches, while the collection system personnel cleaned 31,570 feet of pipe and responded to 147 PA 1 calls and 9 sewer blockage calls, 3 of which were the responsibility of the NMWA. Mr. Larson also stated that other tasks were performed, including the cleaning out of the primary grease pit and the collection of samples for the priority pollutant scan.

Mr. Thompson, reporting on behalf of BCM, noted that BCM is reviewing the report from the mixer manufacturer in connection with digester rehabilitation work to be performed under Contract No. 14 and that the plant staff is working with the engineer on the report to be sent to the PaDEP for the improvements to the aeration system.

Mr. Rudolph explained that discussions continue with the Foundation for Renewable Energy & Environment (FREE), who will be assisting the NMWA in preparing and reviewing a Request for Proposals/Qualifications in connection with the Guaranteed Energy Savings Program for improvements to the wastewater treatment plant.

Mr. Thompson noted that the accounts receivable increased slightly for the month but that collections for the last weekend in April did not get into the system until May or the accounts receivable would have been less than the previous month. Mr. Thompson added that there were lower cash collections and no quarterly reimbursement from West Norriton Township in April resulting in a cash deficit of \$118,835 for the month. Finally, Mr. Thompson indicated that the operating disbursements for the month of May totaled \$194,903.11 while the capital expenditures amounted to \$151,176.63 and covered engineering payments to BCM and SSM and to the contractor for the digester rehabilitation project.

#### **OLD BUSINESS:**

None.

#### **NEW BUSINESS:**

On a motion by Ms. Lawrence, seconded by Mr. Burke, the NMWA unanimously approved the Professional Service Agreement, dated May 10, 2017, between the Norristown Municipal Waste Authority and Progressive Housing Ventures, LLC in connection with the proposed development at 1529 Dekalb Street.

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

Total Operation Disbursements for May	\$194,903.11
Capital Expenditures	\$151,176.63
Developer Escrow	\$585.00
<b>TOTALS FOR MAY</b>	<b>\$346,664.74</b>

On a motion by Ms. Lawrence, seconded by Mr. Feliciano, the NMWA unanimously approved the monthly disbursements for May 2017 in the total amount of \$346,664.74.

#### **OTHER COMMENTS:**

The next NMWA Board Meeting is scheduled for June 14, 2017 in the NMWA office.

**NORRISTOWN MUNICIPAL WASTE AUTHORITY**  
**MINUTES OF THE MEETING**  
**JUNE 14, 2017**

**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 6:45 PM in the Norristown Municipal Waste Authority Office.

**ROLL CALL:**

Board members present:

Gregory Nester  
Cathy Lawrence  
Jack Ochnich

Also in attendance:

Ed Rudolph, Rudolph Clarke, LLC  
Robert Praga, Remington & Vernick (RVB)  
John Larson, NMWA  
Barry Thompson, Keystone Alliance Consulting

**PUBLIC COMMENT:**

Mr. Thompson pointed out that an additional item had been added to the agenda for a Professional Services Agreement that was just received from the property owner at 412 Spruce Street.

Sarah Peck, Progressive Housing Ventures, spoke to the Board about the residential townhomes she is proposing to be constructed at 1529 Dekalb Street.

**APPROVAL OF MINUTES:**

On a motion by Ms. Lawrence, seconded by Mr. Ochnich, the NMWA approved the Minutes of the May 10, 2017 Authority Meeting.

**STAFF REPORTS:**

Mr. Praga reported that a preconstruction meeting was held on May 23, 2017 for Phase 1 of the ELON at Montgomery Park proposed development.

Mr. Praga noted that there is no change for the proposed projects at Kennedy Kenrick Senior Living Center, Norristown Centre (Royal Farms), Markley Street Sections 510 and 530, or Lafayette Street Corridor.

Mr. Praga stated that the sewer utility plans for the proposed development at 1529 Dekalb Street were reviewed by RVB and comments were returned to the Authority and the developer on May 23, 2017.

Mr. Praga indicated that the contractor for the Chain Street Sewer Extension project has provided the required two year maintenance bond for this project and requested final payment and project closeout, which was approved by RVB.

Mr. Praga noted that a Professional Services Agreement (PSA) has been sent to the developer for signature for the proposed connection of the property at 109-121 Water Street to the Authority sewer system via a grinder pump. He added that the Authority would need to adopt a Grinder Pump Management Plan before the proposed connection could be approved.

Mr. Thompson commented that he distributed a copy of the PSA to the Board previously and that this document is the standard agreement prepared by the Solicitor and used for all developments. He stated that the owner of the property at 109-121 Water Street sent the required escrow amount to pay for legal and engineering associated with the proposed sewer connection. He indicated that a PSA was also signed and returned to the Authority with the requisite escrow amount for the proposed sewer connection of the property at 412 Spruce Street.

Mr. Larson referred to the monthly maintenance report and indicated that for the month of May, the wastewater treatment plant had no permit violations and treated an average daily flow of 4,600,000 gallons with a total rainfall of 5.20 inches while the collection system personnel cleaned 3,475 feet of pipe, and responded to 139 PA 1 calls and 9 sewer blockage calls, none of which were the responsibility of the NMWA.

Mr. Thompson, reporting on behalf of BCM, noted that a response was submitted to the PaDEP's Operational Review of the wastewater treatment plant and that BCM reviewed the report prepared by the mixer manufacturer for the digester rehabilitation work to be performed under Contract No. 14 and approved the repairs recommended by the manufacturer in order to permit the installation of the mixing system.

Mr. Thompson stated that the accounts receivable decreased for the month as a result of higher than normal collections but that a cash deficit of \$45,874 was still experienced for the month. He indicated that the operating disbursements for the month of June totaled \$181,274.06 while the capital expenditures amounted to \$60,847.15 and covered engineering payments to BCM and SSM and the final payment to the contractor for the Chain Street project.

#### **OLD BUSINESS:**

None.

#### **NEW BUSINESS:**

On a motion by Ms. Lawrence, seconded by Mr. Ochnich, the NMWA unanimously approved the Professional Service Agreement, dated June 14, 2017, between the Norristown Municipal Waste Authority and Capri, LLC in connection with the proposed sewer connection at 109 Water Street.

On a motion by Ms. Lawrence, seconded by Mr. Ochnich, the NMWA unanimously approved the Professional Service Agreement, dated June 9, 2017, between the Norristown Municipal Waste Authority and Joseph Catania and Nicholas Catania in connection with the proposed sewer connection at 412 Spruce Street.

Mr. Thompson reminded the Board that he distributed the Grinder Pump Management Plan previously and that the Plan was developed in collaboration with the Solicitor and the Engineer and is required by the PaDEP to allow grinder pumps to be connected to the Authority sewer system. Finally, he added that the adoption of the Plan must be done by Resolution in order to include it in the Rules and Regulations.

On a motion by Ms. Lawrence, seconded by Mr. Ochnich, the NMWA unanimously approved Resolution No. 2017-06-01 enacting a Grinder Pump Management Plan.

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

Total Operation Disbursements for June	\$181,274.06
Capital Expenditures	\$60,847.15
Developer Escrow	\$140.00
<b>TOTALS FOR JUNE</b>	<b>\$242,261.21</b>

On a motion by Ms. Lawrence, seconded by Mr. Ochnich, the NMWA unanimously approved the monthly disbursements for June 2017 in the total amount of \$242,261.21.

**OTHER COMMENTS:**

After a discussion regarding a conflict with the scheduling of the July Authority meeting, the Board agreed to change the meeting date from July 12, 2017 to July 11, 2017. In addition the Board decided to cancel the August Authority meeting.

**ADJOURNMENT:**

On a motion by Mr. Nester, seconded by Ms. Lawrence, the NMWA unanimously adjourned.

SUBMITTED BY:	ROSEANN SANTANGELO
EDITED BY:	BARRY THOMPSON

## **EXECUTIVE SESSION:**

After returning from Executive Session, Mr. Nester stated that the Board discussed in Executive Session the continued utilization of Miller Environmental, Inc. as Contract Manager in light of the hiring of the John Larson in the position of Plant Manager and the rehiring of Shane Van Buskirk in the position of Supervisor. The Board concluded that the services of Miller Environmental, Inc. would no longer be necessary for the ongoing operation of the wastewater treatment plant.

On a motion by Mr. Nester, seconded by Mr. Burke, and unanimously approved by the Board, the agreement between the Norristown Municipal Waste Authority and Miller Environmental, Inc., which was signed by Miller Environmental, Inc. on August 26, 2009 and approved by the Norristown Municipal Waste Authority on August 31, 2009, was terminated effective July 31, 2017.

## **ADJOURNMENT:**

On a motion by Mr. Ochnich, seconded by Mr. Feliciano, and unanimously approved by the Board, the Authority Meeting was adjourned.

SUBMITTED BY:

ROSEANN SANTANGELO

EDITED BY:

BARRY THOMPSON



**NORRISTOWN MUNICIPAL WASTE AUTHORITY**  
**MINUTES OF THE MEETING**  
**JULY 11, 2017**

**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 in the Norristown Municipal Waste Authority Office.

**ROLL CALL:**

Board members present:

Gregory Nester  
Cyril Burke  
Fernando Feliciano

Also in attendance:

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

**PUBLIC COMMENT:**

Mr. Thompson pointed out that the change in the meeting date was advertised in the Times Herald and noted on the NMWA website.

**APPROVAL OF MINUTES:**

The approval of the Minutes of the June 14, 2017 Authority Meeting was tabled until the September meeting.

**STAFF REPORTS:**

Mr. Thompson, reporting on behalf of Remington Vernick & Beach (RVB), stated that there was no change for most of the proposed developments with two exceptions. He indicated that the Kennedy Kenrick Senior Living Center has received the necessary financial commitments to move forward and has scheduled a kickoff meeting with the staff for the Municipality and the NMWA to discuss changes to the project. Mr. Thompson added that RVB has reviewed the sewer plans and provided comments for the grinder pump system to serve the property at 109 Water Street. .

Mr. Larson referred to the monthly maintenance report and indicated that for the month of June, the wastewater treatment plant had no permit violations and treated an average daily flow of 4,180,000 gallons with a total rainfall of 4.52 inches while the collection system personnel cleaned 8,950 feet of pipe, and responded to 103 PA 1 calls and 6 sewer blockage calls, one of which was the responsibility of the NMWA.

Mr. Larson, reporting on behalf of BCM, noted that the State has not provided any comments to the report submitted by the NMWA in response to the PaDEP Operational Review of the wastewater treatment plant. He stated that BCM is working on finalizing the repairs to be made under Contract No. 14 and approved a payment request from the contractor in the amount of \$22,680.00.

Mr. Thompson, reporting on behalf of SSM, indicated that an application was submitted for a PA Gaming Local Share Account Montgomery County grant for certain improvements to the manholes throughout the sewer system. He noted that the only item remaining for the application is a Resolution approving the submittal of the grant document. He commented that the Resolution was previously distributed to the NMWA Board and that it is essentially the same as the Resolution enacted several years ago for a similar grant application.

Mr. Thompson reported that a draft of the Request for Qualifications for a Guaranteed Energy Savings Contract for improvements to the wastewater treatment plant was completed and submitted to the PennSEF representatives for comment.

Mr. Thompson stated that the accounts receivables decreased approximately \$20,000.00 and that a cash surplus of \$164,401.00 was experienced for June primarily due to the receipt of the quarterly reimbursement from West Norriton Township, which resulted in a surplus for the first six months of the year of \$141,226.00. He added that the operating disbursements for the month of July totaled \$128,794.04 while the capital expenditures amounted to \$35,123.56 and covered engineering payments to BCM and SSM and a payment to the contractor for the Digester Rehabilitation project.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

On a motion by Mr. Burke, seconded by Mr. Feliciano, the NMWA unanimously approved Resolution No. 2017-07-01 requesting a PA Gaming Local Share Grant for certain sanitary sewer improvements.

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

Total Operation Disbursements for July	\$128,794.04
Capital Expenditures	\$35,123.56
Developer Escrow	\$1,725.00
<b>TOTALS FOR JULY</b>	<b>\$165,642.60</b>

On a motion by Mr. Feliciano, seconded by Mr. Burke, the NMWA unanimously approved the monthly disbursements for July 2017 in the total amount of \$165,642.60.

**OTHER COMMENTS:**

Mr. Nester reminded the NMWA Board that the August meeting has been canceled and that the next meeting will be September 13, 2017.

**ADJOURNMENT:**

On a motion by Mr. Feliciano, seconded by Mr. Burke, the NMWA unanimously adjourned.

SUBMITTED BY:

BARRY THOMPSON

**NORRISTOWN MUNICIPAL WASTE AUTHORITY**  
**MINUTES OF THE MEETING**  
**SEPTEMBER 13, 2017**

**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 6:45 PM in the Norristown Municipal Waste Authority Office.

**ROLL CALL:**

Board members present:

Gregory Nester  
Jack Ochnich (via telephone)  
Fernando Feliciano

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 July 11, 2017 Authority Meeting was tabled until the October meeting.

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

Total Operation Disbursements for August	\$151,710.96
Capital Expenditures	\$7,115.44
Developer Escrow	\$1,175.00
<b>TOTALS FOR AUGUST</b>	<b>\$160,001.40</b>

On a motion by Mr. Feliciano, seconded by Mr. Ochnich, the NMWA unanimously approved the monthly disbursements for August 2017 in the total amount of \$160,001.40.

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

Total Operation Disbursements for September	\$192,041.49
Capital Expenditures	\$6,068.61
Developer Escrow	\$2,870.93
<b>TOTALS FOR SEPTEMBER</b>	<b>\$200,981.03</b>

On a motion by Mr. Feliciano, seconded by Mr. Ochnich, the NMWA unanimously approved the monthly disbursements for September 2017 in the total amount of \$200,981.03.

## **STAFF REPORTS:**

Mr. Thompson, reporting on behalf of Remington Vernick & Beach (RVB), noted that a Developer's Agreement has been distributed for the proposed development at 1529 Dekalb Street.

Mr. Thompson stated that the plans for the installation of a grinder pump at 109 Water Street and 412 West Spruce Street are being reviewed by RVB and both projects are moving forward.

Mr. Thompson indicated that there have been no changes or updates for the proposed projects at Kennedy Kenrick, Norristown Centre, Elon at Montgomery Park and 220 West Main Street (CITGO).

Mr. Thompson reported that PennDOT advertised construction for the Markley Street Section 510 project (Elm Street to Main Street) on August 3, 2017 and was scheduled to open bids on September 14, 2017 but withdrew from the bidding process pending resolution of a legal matter.

Mr. Thompson noted that bidding for the Lafayette Street Corridor and the Barbados Street Connector projects are anticipated for early 2018.

Mr. Larson referred to the monthly maintenance report and discussed several tasks undertaken by plant staff and stated that for the month of August, the wastewater treatment plant had no permit violations and treated an average daily flow of 4,110,000 gallons with a total rainfall of 3.23 inches while the collection system personnel cleaned 37,585 feet of pipe, responded to 105 PA 1 calls and 7 sewer blockage calls, one of which was the responsibility of the NMWA, installed 27 manhole inserts and posted 60 water shutoff notices.

Mr. Larson, reporting on behalf of BCM, indicated that the State has not provided any comments to the report submitted by the NMWA in response to the PaDEP Operational Review of the wastewater treatment plant and that BCM is working on finalizing the repairs to be made under Contract No. 14 with the mixer scheduled to be delivered in mid-October.

Mr. Thompson, reporting on behalf of SSM, noted that additional metering conducted on portions of the Saw Mill Run Interceptor showed a slight reduction in infiltration/inflow. He added that the PA Department of Commerce and Economic Development was reviewing the grant application submitted for repairs to certain manholes throughout the sewer system.

Mr. Thompson stated that the accounts receivables increased approximately \$30,000 despite higher than normal cash collections and that a cash surplus of \$230,636 was experienced for August primarily due to the receipt of the quarterly reimbursement from West Norriton Township, which resulted in a year-to-date surplus of \$421,948. He added that the operating disbursements for the month of September totaled \$192,041.49 while the capital expenditures amounted to \$6,068.61 and covered engineering payments to BCM, RVB and SSM.

Mr. Thompson reminded the NMWA Board that a Request for Qualifications for a Guaranteed Energy Savings Contract for improvements to the wastewater treatment plant was distributed to a number of firms. He indicated that three responses were received and were under review by staff. Mr. Thompson explained that the staff will be conducting interviews with the three firms and planned to make a recommendation to the Board at the October Authority meeting for award by the NMWA Board. He added that the selected firm would have three months or so to prepare a preliminary energy audit showing the savings that could be achieved by proceeding with certain improvements at the wastewater treatment plant.

Mr. Thompson informed the NMWA Board that the Municipal Council appointed a financial advisor to undertake a valuation of the sanitary sewer system to determine whether the Municipality might proceed with the sale of the sewer assets. Mr. Thompson distributed a handout that was prepared by the financial advisor for its presentation to the Municipal Council.

## **OLD BUSINESS:**

None.

**NEW BUSINESS:**

None.

**OTHER COMMENTS:**

The next NMWA Board Meeting is scheduled for October 11, 2017 in the NMWA office.

**ADJOURNMENT:**

On a motion by Mr. Nester, seconded by Mr. Feliciano, the NMWA unanimously adjourned.

SUBMITTED BY:  
EDITED BY:

ROSEANN SANTANGELO  
BARRY THOMPSON

*The  
Sewer  
Authority*

*N. M. W. A.*

**NORRISTOWN MUNICIPAL WASTE AUTHORITY**  
**MINUTES OF THE MEETING**  
**OCTOBER 11, 2017**

**CALL TO ORDER:**

The October meeting 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:**

Board members present:

Gregory Nester  
Jack Ochnich  
Fernando Feliciano

Also in attendance:

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

**PUBLIC COMMENT:**

Mr. Larry Myers from Schneider Electric was present but did not speak.

**APPROVAL OF MINUTES:**

The approval of the Minutes of the June 14, 2017 and July 11, 2017 Authority Meetings was tabled until the November meeting.

On a motion by Mr. Feliciano, seconded by Mr. Ochnich, the NMWA unanimously approved the Minutes of the September 13, 2017 Authority Meeting.

**STAFF REPORTS:**

Mr. Praga reported that there are no changes or updates for the proposed projects involving Kennedy Kenrick, Norristown Centre, Montgomery Park, 220 West Main Street (CITGO), Lafayette Corridor and Markley Street Section 530.

Mr. Praga noted that there will be a pre-construction meeting with the Municipality regarding the 1529 Dekalb Street project.

Mr. Praga stated that the plans for the grinder pump installations have been approved for the 109 Water Street and 412 West Spruce Street projects.

Mr. Praga indicated that bids will be solicited for a new contract beginning in 2018 for the delivery of liquid chlorine. Mr. Thompson added that the approval of the bids will be on the agenda for the November meeting.

Mr. Praga noted that a lawsuit has been filed regarding the labor agreement for the Markley Street Section 510 project and this has delayed the bidding process.

Mr. Praga stated that RVB was investigating options for addressing a section of sewer in DeKalb Street between Lafayette and Washington Streets that is in poor condition.

Mr. Larson refereed to the monthly maintenance report and discussed several tasks undertaken by the plant staff for the month of September, including the cleaning and inspection of all four clarifiers, replacement of exterior light fixtures around the emergency generator and the continued clearing and cleaning of the grounds at the plant. He also reported that PaDEP representatives conducted its yearly inspection of the treatment plant and were pleased with how the facility was being operated.

Mr. Larson reported that during the month of September, the collection system personnel cleaned 37,665 feet of pipe, responded to 153 PA1 calls and three sewer blockage calls, one of which was the responsibility of the NMWA, installed 11 manhole inserts and posted 98 water shutoff notices while the wastewater treatment plant had no permit violations and treated an average daily flow of 3,337,000 gallons with a total rainfall of 1.43 inches.

Mr. Thompson, reporting on behalf of BCM, indicated that the structural repairs for the rehabilitation of Digester No. 1 have been completed and that a meeting has been scheduled with the contractor to coordinate the installation of the mixing system under Contract No. 14.

Mr. Thompson, reporting on behalf of SSM, noted that the Semi-Annual Report required by the Consent Order and Agreement is being prepared for submittal by the end of October.

Mr. Rudolph reported that 30-day Notices regarding liens have been sent to the three properties on Chain Street that have not paid the \$2,000 for the installation of the sewer lateral from the sewer main to the property line.

Mr. Rudolph stated that documents regarding the proposed development at 1529 DeKalb Street have been signed by the developer. He added that he has reviewed the documents and is recommending them for approval. Mr. Thompson added that these documents were sent to the NMWA Board in a separate email.

On a motion by Mr. Ochnich, seconded by Mr. Feliciano, the NMWA unanimously approved the Development Agreement between the Norristown Municipal Waste Authority and Progressive Housing Ventures, LLC in connection with the proposed development at 1529 Dekalb Street.

On a motion by Mr. Feliciano, seconded by Mr. Ochnich, the NMWA unanimously approved the Third Party Escrow and Security Agreement between the Norristown Municipal Waste Authority and Arbor Knoll, LLC and Branch Banking and Trust Company in connection with the proposed development at 1529 Dekalb Street.

On a motion by Mr. Ochnich, seconded by Mr. Feliciano, the NMWA unanimously approved Arbor Knoll, LLC as the Corporate Nominee of Progressive Housing Ventures, LLC in connection with the proposed development at 1529 Dekalb Street.

Mr. Thompson indicated that the accounts receivables increased approximately \$50,000 due to a below average cash collection month and that a cash deficit was experienced for September reducing the year-to-date surplus to \$298,074. He added that the operating disbursements for the month of October totaled \$153,536.26 while the capital expenditures amounted to \$6,499.42 and covered engineering payments to BCM and SSM.

Mr. Thompson noted that the overall expenditures are slightly under budget with only the treatment plant category being over budget. He stated that the preliminary operating budget for 2018 is being developed and will be sent to the NMWA Board in November for approval at the December meeting.

Mr. Thompson explained that negotiations are ongoing with the employees regarding the Collective Bargaining Agreement (CBA), which expires at the end of the year. He indicated that the new CBA will incorporate a substance abuse policy and additional certification requirements for various job classifications. He stated that the CBA will be provided to the NMWA Board as soon as there is a consensus of both parties.

Mr. Thompson reminded the NMWA Board that there were three responses to the Request for Qualifications sent out for the Guaranteed Energy Savings Project for improvements at the wastewater treatment plant and that staff has essentially completed its internal review and has just completed interviewing the three firms. He added that staff will provide its recommendation for consideration at the November meeting. Finally, Mr. Rudolph noted for the record that there was no interaction during the meeting between Mr. Myers, who was at the meeting on behalf of one of the respondents, and the NMWA Board.

#### **OLD BUSINESS:**

None.

#### **NEW BUSINESS:**

Mr. Thompson reminded the NMWA Board that he distributed a copy of the Master Casting Agreement with the Pennsylvania Department of Transportation that is renewed every three years. Mr. Rudolph explained that this is a standard agreement that is entered into by many municipal operations.

On a motion by Mr. Feliciano, seconded by Mr. Ochnich, the NMWA unanimously approved the Resolution No. 2017-10-01 approving the Master Casting Agreement with the Pennsylvania Department of Transportation and authorizing its signature.

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

Total Operation Disbursements for October	\$153,536.26
Capital Expenditures	\$6,499.42
Developer Escrow	\$760.00
<b>TOTALS FOR OCTOBER</b>	<b>\$160,795.68</b>

On a motion by Mr. Feliciano, seconded by Mr. Ochnich, the NMWA unanimously approved the monthly disbursements for October 2017 in the total amount of \$160,795.68.

#### **OTHER COMMENTS:**

On a motion by Mr. Feliciano, seconded by Mr. Ochnich, the NMWA unanimously postponed the November NMWA meeting until November 15, 2017 in the NMWA office.

#### **ADJOURNMENT:**

On a motion by Mr. Ochnich, seconded by Mr. Feliciano, the NMWA unanimously adjourned.

SUBMITTED BY: ROSEANN SANTANGELO  
EDITED BY: BARRY THOMPSON



**NORRISTOWN MUNICIPAL WASTE AUTHORITY**  
**MINUTES OF THE MEETING**  
**NOVEMBER 15, 2017**

**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 in the Norristown Municipal Waste Authority Office.

**ROLL CALL:**

Board members present:

Gregory Nester  
Jack Ochnich  
Fernando Feliciano  
Cathy Lawrence  
Cyril Burke

Also in attendance:

Mike Barbiero, Rudolph Clarke, LLC  
Robert Praga, Remington & Vernick (RVB)  
John Larson, NMWA  
Barry Thompson, Keystone Alliance Consulting

**PUBLIC COMMENT:**

None.

**APPROVAL OF MINUTES:**

On a motion by Ms. Lawrence, seconded by Mr. Ochnich, the NMWA approved the Minutes of the June 14, 2017 Authority Meeting. Mr. Burke and Mr. Feliciano abstained since they did not attend the meeting.

On a motion by Mr. Feliciano, seconded by Mr. Burke, the NMWA approved the Minutes of the July 11, 2017 Authority Meeting. Ms. Lawrence and Mr. Ochnich abstained since they did not attend the meeting.

On a motion by Mr. Feliciano, seconded by Mr. Ochnich, the NMWA approved the Minutes of the October 13, 2017 Authority Meeting. Ms. Lawrence and Mr. Burke abstained since they did not attend the meeting.

**STAFF REPORTS:**

Mr. Praga reported that there are no changes or updates for the proposed projects involving Kennedy Kenrick, Norristown Centre, Montgomery Park, 220 West Main Street (CITGO), Lafayette Corridor and Markley Street Section 510 and Section 530.

Mr. Praga handed out photos of the Norristown Centre and Arbor Knoll projects.

Mr. Praga stated that a pre-construction meeting was held on October 10, 2017 for the proposed development at 1529 DeKalb Street.

Mr. Praga noted that the sewer connections for 109 Water Street and 412 West Spruce Street will require a grinder pump and a signed Grinder Pump O&M Agreement.

Mr. Praga indicated that bids for a new 2017 Liquid Chlorine Delivery Contract were opened on October 30, 2017 with the apparent low bidder being Univar USA with a bid of approximately \$0.30/lb of chlorine, depending on the duration of the contract (one, two or three years).

Mr. Praga stated that a section of sewer in DeKalb Street between Lafayette Street and Washington Street is in poor condition and in need of repair. He added that the Authority staff is evaluating various options for the rehabilitation or possible replacement of the sewer.

Mr. Larson refereed to the monthly maintenance report and discussed several tasks undertaken by the plant staff for the month of October, including the installation of the spare variable sheave for the return sludge pumps, the spreading of millings behind the old kennel building to get more usable space, the re-plumbing of polymer tanks for belt filter press, and the removal of framing and floor from garage bay that housed polymer tanks.

Mr. Larson reported that during the month of October, the collection system personnel cleaned 32,175 feet of pipe, responded to 121 PA1 calls and four sewer blockage calls, one of which was the responsibility of the NMWA, installed 7 manhole inserts and posted 70 water shutoff notices while the wastewater treatment plant had no permit violations and treated an average daily flow of 3,610,000 gallons with a total rainfall of 4.42 inches.

Mr. Thompson, reporting on behalf of BCM, noted that the engineer is working on a change order to address the additional structural modifications to the digester cover due to the recommendations by the mixer manufacturer and that BCM is recommending a payment to the Contractor for Contract No. 14 in the amount of \$57,222.00.

Mr. Thompson, reporting on behalf of SSM, indicated that the grant application for a Local Share Account for repairs/improvements to the sewer system, including inserts for manholes, was approved in the amount of \$200,000.

There was no Solicitor Report.

Mr. Thompson stated that the accounts receivable decreased approximately \$50,000 due to an above average collection month, which resulted in a cash surplus for the month of \$98,631 and a year-to-date surplus of \$400,903. He added that the operating disbursements for the month of November totaled \$168,684.91 while the capital expenditures amounted to \$70,675.25 and covered engineering payments to BCM and SSM and the contractor for the Digester Rehabilitation.

Mr. Thompson informed the NMWA Board that the draft 2018 operating budget was completed and would be provided shortly to the Board for consideration at the December meeting.

#### **OLD BUSINESS:**

None.

#### **NEW BUSINESS:**

Mr. Thompson reminded the NMWA Board of the process involved with undertaking work in accordance with the state Guaranteed Energy Savings Act and the efforts to date on obtaining and evaluating responses to the Authority's Request for Qualifications including the email that was distributed prior to the meeting setting forth the recommendation of the staff.

On a motion by Mr. Burke, seconded by Mr. Feliciano, the NMWA unanimously approved the appointment of Johnson Controls, Inc. as the Energy Service Company to undertake a preliminary audit in accordance with the PA Guaranteed Energy Savings Act and in response to the submittal by Johnson Controls, Inc. to the request for qualifications issued by the Norristown Municipal Waste Authority and dated July 24, 2017.

Mr. Thompson referred to the report by Mr. Praga concerning the bids received for the liquid chlorine contract and the letter from RVB, that was emailed to the NMWA Board along with the bid tabulation, recommending the award of the contract to Univar USA, Inc. for a three-year term.

On a motion by Ms. Lawrence, seconded by Mr. Feliciano, the NMWA unanimously approved the bid for the furnishing, delivering and unloading of liquid chlorine to Univar USA, Inc. at a unit price of \$0.31.4 per pound for a three year term.

Mr. Thompson pointed out that he distributed to the NMWA Board the proposed Collective Bargaining Agreement (CBA) with the union representing the employees at the wastewater treatment plant as well a discussion of the objectives of the Authority in its negotiations with the employees. He added that the union signed the CBA and that the employees would ratify the CBA after the Board approves it.

On a motion by Ms. Lawrence, seconded by Mr. Feliciano, the NMWA unanimously approved the Collective Bargaining Agreement between the Norristown Municipal Waste Authority and the Teamsters Local Union 463 for the period January 1, 2018 through December 31, 2020.

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

Total Operation Disbursements for November	\$168,684.91
Capital Expenditures	\$70,675.25
Developer Escrow	\$5,129.70
<b>TOTALS FOR NOVEMBER</b>	<b>\$244,489.96</b>

On a motion by Ms. Lawrence, seconded by Mr. Ochnich, the NMWA unanimously approved the monthly disbursements for November 2017 in the total amount of \$244,489.96.

**OTHER COMMENTS:**

The next scheduled Board meeting will be held on December 13, 2017 at 6:30 PM.

**ADJOURNMENT:**

On a motion by Ms. Lawrence, seconded by Mr. Feliciano, the NMWA unanimously adjourned

SUBMITTED BY:	ROSEANN SANTANGELO
EDITED BY:	BARRY THOMPSON

**NORRISTOWN MUNICIPAL WASTE AUTHORITY**  
**MINUTES OF THE MEETING**  
**DECEMBER 13, 2017**

**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 6:30 PM in the Norristown Municipal Waste Authority Office.

**ROLL CALL:**

Board members present:

Gregory Nester  
Jack Ochnich  
Fernando Feliciano  
Cathy Lawrence  
Cyril Burke

Also in attendance:

Edward Rudolph, Rudolph Clarke, LLC  
Robert Praga, Remington & Vernick (RVB)  
John Larson, NMWA  
Barry Thompson, Keystone Alliance Consulting

**PUBLIC COMMENT:**

None.

**APPROVAL OF MINUTES:**

On a motion by Mr. Burke, seconded by Mr. Ochnich, the NMWA approved the Minutes of the November 15, 2017 Authority Meeting.

**STAFF REPORTS:**

Mr. Praga reported that construction started on the project at 1529 DeKalb Street.

Mr. Praga stated that the property owner at 109 Water Street has connected the force main from his grinder pump to the 15" sanitary sewer in Main Street. He added that the property owner has received all required approvals and is permitted to begin discharging to the sewer system.

Mr. Praga noted that the contract documents have been sent to Univar USA for the 2017 Liquid Chlorine Delivery Contract, which will start in January 2018

Mr. Larson refereed to the monthly maintenance report and discussed several tasks undertaken by the plant staff for the month of November, including the ordering of a new progressive cavity pump and grinder to replace the Moyno pump. He reported that during the month of November, the collection system personnel cleaned 37,775 feet of pipe, responded to 322 PA1 calls and four sewer blockage calls, one of which was the responsibility of the NMWA, installed 67 manhole inserts and posted 60 water shutoff notices while the wastewater treatment plant had no permit violations and treated an average daily flow of 3,970,000 gallons with a total rainfall of 1.22 inches.

Mr. Thompson, reporting on behalf of BCM, indicated that the contractor and engineer have agreed on a cost deduct change order for the modifications to the digester cover.

Mr. Thompson, reporting on behalf of SSM, stated that a meeting was held with staff to determine the specific manholes to be rehabilitated for inclusion in the project associated with the Local Share Account grant provided by the PA Department of Commerce and Economic Development.

Mr. Rudolph noted that liens were filed for two properties on Chain Street in connection with the installation of the sewer laterals. He added that there would be an Executive Session at the end of the meeting.

Mr. Larson provided an update on the GESA project and the meetings that were conducted with Johnson Controls to define the scope of the work to be examined.

Mr. Thompson indicated that the accounts receivable increased approximately \$37,000 due to lower cash collections but was offset from a revenue side by the quarterly reimbursement from West Norriton Township, which resulted in a cash surplus for the month of \$151,526 and a year-to-date surplus of \$552,428. Mr. Thompson recommended that money be transferred in the amount of \$250,000 from the Operating Reserve to the Capital Fund to replenish the Fund for future capital improvements that will be necessary to upgrade the wastewater treatment plant and the NMWA Board did not object to this transfer. He added that the operating disbursements for the month of December totaled \$137,818.69 while the capital expenditures amounted to \$13,565.51 and covered engineering payments to BCM and SSM.

#### **OLD BUSINESS:**

None.

#### **NEW BUSINESS:**

Mr. Thompson reminded the NMWA Board that he distributed the proposed 2018 operating budget with a discussion of the highlights of the revenues and expenses and comments on the development of the numbers.

On a motion by Mr. Burke, seconded by Ms. Lawrence, the NMWA unanimously approved the Operating Budget for 2018 in the amount of \$5,324,000.

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

Total Operation Disbursements for December	\$137,818.69
Capital Expenditures	\$13,565.51
Developer Escrow	\$1,170.00
<b>TOTALS FOR DECEMBER</b>	<b>\$152,554.20</b>

On a motion by Mr. Feliciano, seconded by Mr. Ochnich, the NMWA unanimously approved the monthly disbursements for December 2017 in the total amount of \$152,554.20.

#### **OTHER COMMENTS:**

The next scheduled Board meeting will be held on January 10, 2018 at 6:45 PM.

#### **EXECUTIVE SESSION:**

The NMWA Board started an Executive Session at 6:55 pm and ended at 7:13 pm. After returning from Executive Session, the Executive Director stated that the Board discussed a personnel matter concerning K. Cehula and no action was taken.

**ADJOURNMENT:**

On a motion by Mr. Feliciano, seconded by Ms. Lawrence, the NMWA unanimously adjourned

SUBMITTED BY:  
EDITED BY:

ROSEANN SANTANGELO  
BARRY THOMPSON

