

NORRISTOWN MUNICIPAL WASTE AUTHORITY
MINUTES OF THE MEETING
JANUARY 9, 2019

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
Jack Ochnich
Fernando Feliciano
Cathy Lawrence
Cyril Burke

Also in attendance:

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

ELECTION OF OFFICERS:

On a motion by Ms. Lawrence, seconded by Mr. Feliciano, 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.

MEMBER

Gregory Nester
Cyril Burke, Jr.
Fernando Feliciano, Jr.
Jack Ochnich
Cathy Lawrence

TITLE

Chairperson
Vice-Chairperson
Treasurer
Secretary
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 2020."

PUBLIC COMMENT:

Josh Fox, Wastewater Practice Area Leader of HRG Engineering, was present to discuss the proposed role of HRG in assuming the engineering responsibility for the proposed improvements to the wastewater treatment plant (formerly referred to as the GESA project). Mr. Thompson added that HRG has submitted a draft proposal for the engineering work and that it was being reviewed by Mr. Larson for technical issues and Mr. Rudolph for legal issues and would be on the agenda for consideration at the February meeting. Mr. Thompson also stated that Mr. Larson was working with Johnson Controls (JCI) to obtain all of the requested preliminary documents to enable the Authority to process a closeout payment to JCI at the February meeting.

APPROVAL OF MINUTES:

On a motion by Mr. Burke, seconded by Mr. Feliciano, the NMWA Board approved the Minutes of the December 6, 2018 Authority Meeting.

STAFF REPORTS:

Mr. Praga reported that construction is in progress for the development at 1529 Dekalb Street and that since the contractor has installed the required sanitary sewer infrastructure, an escrow release letter was provided.

Mr. Praga noted that the new contracts for the removal and disposal of biosolids (sludge), grit/screenings and trash from the wastewater treatment plant either were signed or are being processed and would begin on January 9, 2019.

Mr. Praga indicated that coordination with the County and PennDOT is ongoing to facilitate the lining work and bypass pumping under the existing cost share agreement for the Lafayette Street Corridor project.

Mr. Praga stated that base plans are being prepared and should be completed shortly for the survey of the wastewater treatment plant property which is needed by the architect for the design or any work to be done on existing and future buildings associated with the proposed capital improvements.

Mr. Larson referred to the monthly maintenance tasks and reported the tasks performed by the plant staff for the month of December included disconnecting and filling the curtain drain at the bar screen driveway, cleaning and de-ragging of the Netzsch pump and grinder, changing polymer to final clarifiers and installing window and door kit on skid steer. Mr. Larson noted that the collection system personnel cleaned 12,475 feet of pipe, responded to 110 PA 1 calls and 4 sewer blockage calls, one of which was an actual NMWA blockage, installed 42 manhole inserts, and posted 184 water shutoff notices while the wastewater treatment plant treated an average daily flow of 7,010,000 gallons with a total rainfall of 4.23 inches and no permit violations.

Mr. Thompson, reporting on behalf of BCM, noted that the mixer for Digester No. 1 is in the performance testing phase and that the closeout documents will be submitted when the testing is complete and found acceptable.

There were no SSM or Solicitor reports.

Mr. Thompson stated that the accounts receivable decreased approximately \$20,000 for the month of December and the financial operations showed a surplus for the month of \$19,777 and for the end of the year of \$835,216. He noted that the operating disbursements for the month of January totaled \$200,669.13, which was slightly over budget for the first month of the year, while the capital expenditures amounted to \$2,630.18 and covered payments to BCM and SSM for engineering services. Finally, Mr. Thompson recommended that \$800,000 be transferred from the Operating Reserve Fund to the Capital Fund to help pay for some of the proposed capital improvements to the wastewater treatment plant.

OLD BUSINESS:

None.

NEW BUSINESS:

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

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

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

MONTHLY DISBURSEMENTS TO VENDORS AND FOR PROFESSIONAL SERVICES:

Total Operation Disbursements for January	\$200,669.13
Capital Expenditures	\$2,630.18
TOTALS FOR JANUARY	\$203,299.31

On a motion by Mr. Feliciano, seconded by Mr. Ochnich, the NMWA unanimously approved the monthly disbursements for January 2019 in the total amount of \$203,299.31.

OTHER COMMENTS:

The next NMWA Board meeting is scheduled for February 13, 2019.

ADJOURNMENT:

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

SUBMITTED BY:	ROSEANN SANTANGELO
EDITED BY:	BARRY THOMPSON

NORRISTOWN MUNICIPAL WASTE AUTHORITY
MINUTES OF THE MEETING
FEBRUARY 13, 2019

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
Fernando Feliciano
Cathy Lawrence
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 Mr. Burke, seconded by Mr. Feliciano, the NMWA Board unanimously approved the Minutes of the January 9, 2019 Authority Meeting.

STAFF REPORTS:

Mr. Praga reported that a Grand Opening was held for the completed townhomes at 1529 Dekalb Street.

Mr. Praga stated that there is no change or update for Markley Street Section 510 or 530.

Mr. Praga noted that coordination with the County and PennDOT is ongoing to facilitate the lining work and bypass pumping for the remaining sewer work under the existing cost share agreement for the Lafayette Street Corridor.

Mr. Praga indicated that the 2018 Industrial Pretreatment Program Annual Report will be completed for inclusion in the 2018 Chapter 94 Report and will be submitted to the Environmental Protection Agency.

Mr. Josh Fox, Wastewater Practice Leader of HRG Engineering, provided an update on the GESA project. Mr. Richard Powers, from the architectural firm of Seiler + Drury, showed a sketch of the proposed campus plan of the wastewater treatment plant displaying the buildings to be renovated or built in conjunction with the GESA project as well as future structures that could be constructed. The GESA related items included a new maintenance and blower building and the renovation of the existing operations and belt filter press buildings while the future structures consisted of a new administration building and a barrier along the exterior of the plant fronting Washington Street.

Mr. Larson reported that the tasks performed by the plant staff for the month of January include repairing the stairs to the lower gallery, replacing the rotor and stator on the Netzsch grinder and putting digester #2 back into service. Mr. Larson noted that the collection system personnel cleaned 16,485 feet of pipe, responded to 159 PA 1 calls and 9 sewer blockage calls, two of which were actual NMWA blockages, installed 11 manhole inserts, and posted 160 water shutoff notices while the wastewater treatment plant treated an average daily flow of 7,300,000 gallons with a total rainfall of 5.40 inches and snowfall of 1.25 inches and no permit violations.

There was no BCM or SSM report.

Mr. Rudolph stated that reports and design documents for the GESA project provided by Johnson Controls Inc. (JCI) in conjunction with Purchase Order No. 125-648 were reviewed by staff and HRG and found to be acceptable. Mr. Rudolph added that he prepared and submitted to JCI a General Release, which JCI indicated would be signed without any changes. Accordingly, he concluded that the requirements of Purchase Order No. 125-648 were satisfied and that it would be appropriate to pay JCI the amount set forth in the Purchase Order with the provision that the payment is not transmitted to JCI until the executed General Release is received.

Mr. Thompson reported that the accounts receivable decreased approximately \$65,000 for the month of January to a level of \$720,455 and the financial operations showed a surplus for the month of \$211,062, which included the quarterly reimbursement from West Norriton Township. He stated that the operating disbursements for the month of February totaled \$166,440.36, which was slightly over budget for the second month of the year, while the capital expenditures amounted to \$296,464.25 and covered a payment to SSM for engineering services and to JCI. Finally, Mr. Thompson noted that \$800,000 was transferred from the Operating Reserve Fund to the Capital Fund, as discussed at the January Authority meeting.

OLD BUSINESS:

None.

NEW BUSINESS:

Mr. Thompson reminded the NMWA Board that he previously transmitted a copy of the proposed engineering agreement with HRG for the GESA project and that Mr. Fox had attended the January Authority meeting to discuss the credentials and capabilities of his firm.

On a motion by Mr. Feliciano, seconded by Mr. Burke, the NMWA Board approved Resolution No. 2019-02-01 authorizing the approval and acceptance of the professional engineering services agreement for improvements at the wastewater treatment plant.

Mr. Rudolph explained to the NMWA Board that he prepared Resolution No. 2019-02-02 to approve the payment to JCI in conjunction with Purchase Order No. 125-648.

On a motion by Mr. Burke, seconded by Mr. Feliciano, the NMWA Board unanimously approved Resolution No. 2019-02-02 authorizing payment to Johnson Controls, Inc. as full and final payment for services rendered.

MONTHLY DISBURSEMENTS TO VENDORS AND FOR PROFESSIONAL SERVICES:

Total Operation Disbursements for February	\$166,440.36
Capital Expenditures	\$296,464.25
TOTALS FOR FEBRUARY	\$469,904.61

On a motion by Mr. Feliciano, seconded by Ms. Lawrence, the NMWA unanimously approved the monthly disbursements for February 2019 in the total amount of \$469,904.61.

OTHER COMMENTS:

The next scheduled Authority meeting is March 13, 2019.

ADJOURNMENT:

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

SUBMITTED BY:
EDITED BY:

ROSEANN SANTANGELO
BARRY THOMPSON

NORRISTOWN MUNICIPAL WASTE AUTHORITY
MINUTES OF THE MEETING
MARCH 13, 2019

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
Fernando Feliciano
Cathy Lawrence

Also in attendance:

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

PUBLIC COMMENT:

A landlord that requested to come to the meeting to discuss his unpaid bill did not show.

Steve McGuire, a resident, was present to hear about updates regarding the wastewater treatment plant. He did not make any comment.

APPROVAL OF MINUTES:

On a motion by Mr. Feliciano, seconded by Ms. Lawrence, the NMWA Board unanimously approved the Minutes of the February 13, 2019 Authority Meeting.

STAFF REPORTS:

Mr. Praga reported that the final sanitary sewer pipe was installed for the 1529 Dekalb Street project.

Mr. Praga stated that there are no changes or updates for the proposed projects involving Markley Street Sections 510 and 530, Norristown Centre, and 221 West Main Street.

Mr. Praga noted that the cost estimate for the sewer lining work for the Lafayette Street Corridor is \$160,000 under the cost share agreement with the County.

Mr. Praga indicated that the 2018 Industrial Pretreatment Program Annual Report will be completed for inclusion in the 2018 Chapter 94 Report and will be submitted to the EPA by the end of March.

Mr. Praga stated that the Authority is required by its recent NPDES permit to conduct a re-evaluation of its local limits based on a headworks analysis of the wastewater treatment plant.

Mr. Larson, reporting on behalf of HRG, noted that data and cost information provided by Johnson Control for the proposed plant upgrading was under review and will be used for final design purposes. He added that a meeting would be held with PaDEP to update the agency on the change in engineers and the status of the project. Mr. Praga indicated that a pre-application meeting with the Municipal Planning Department was scheduled for both a proposed development in Norristown as well as the plant upgrade.

Mr. Larson referred to the monthly maintenance report and reported that the tasks performed by the plant staff for the month of February include pulling sludge return pump #3 to troubleshoot low delivery, replacing the rotating assembly for the Wemco pump, replacing an air line on the sewer jetter truck brake system, and troubleshooting blower #4 alarm malfunction. Mr. Larson stated that the collection system personnel cleaned 22,150 feet of pipe, responded to 96 PA 1 calls and 9 sewer blockage calls, two of which were actual NMWA blockages, installed 5 manhole inserts, and posted 303 water shutoff notices while the wastewater treatment plant treated an average daily flow of 6,300,000 gallons with a total rainfall of 3.11 inches and snowfall of 7.26 inches, and no permit violations.

There was no BCM or SSM report although Mr. Thompson noted that the final report for the Consent Order and Agreement was being prepared in conjunction with SSM.

Mr. Rudolph indicated that a landlord has filed a complaint in Federal Court against the Authority in connection with a long-running delinquency dispute.

Mr. Thompson reported that the accounts receivable increased approximately \$30,000 for the month of February and the financial operations showed a surplus for the month of February of \$13,788 and for the year to date of \$224,850. He stated that the operating disbursements for the month of March totaled \$156,577.47, which was slightly over budget for the third month of the year, while the capital expenditures amounted to \$10,839.50 and covered a payment to SSM for engineering services and to the contractor for the Digester Rehabilitation Project, which was approved by BCM.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

MONTHLY DISBURSEMENTS TO VENDORS AND FOR PROFESSIONAL SERVICES:

Total Operation Disbursements for March	\$156,577.47
Capital Expenditures	\$10,839.50
TOTALS FOR MARCH	\$167,416.97

On a motion by Mr. Feliciano, seconded by Ms. Lawrence, the NMWA unanimously approved the monthly disbursements for March 2019 in the total amount of \$167,416.97.

OTHER COMMENTS:

The next scheduled Authority meeting is April 10, 2019.

Mr. Thompson commented that a tentative meeting has been proposed with the Municipal Council on May 22, 2019 at 5:30 pm.

ADJOURNMENT:

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

SUBMITTED BY: ROSEANN SANTANGELO
EDITED BY: BARRY THOMPSON

NORRISTOWN MUNICIPAL WASTE AUTHORITY
MINUTES OF THE MEETING
APRIL 10, 2019

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
Cyril Burke

Also in attendance:

Ed Rudolph, Rudolph Clarke, LLC
Robert Praga, Remington & Vernick
John Larson, NMWA

PUBLIC COMMENT:

None.

APPROVAL OF MINUTES:

Mr. Nester indicated that this item will be tabled until the May meeting.

STAFF REPORTS:

Mr. Praga reported that the contractor has installed both proposed sanitary manholes and will replace the existing sewer main between the new manholes for the 1529 Dekalb Street project.

Mr. Praga stated that there is no update for the 221 West Main Street or the Norristown Centre projects.

Mr. Praga noted that PennDOT is moving forward with the bidding for the Markley Street Section 510 project with a tentative letting date of June 13, 2019.

Mr. Praga indicated that the remaining sanitary sewer work for the Lafayette Street Corridor project has essentially been completed with the majority of the sewer work being funded by the County under the existing cost share agreement.

Mr. Praga stated that the 2018 IPP Annual Report and Chapter 94 Report have been completed and submitted to the appropriate federal and state agencies and that the re-evaluation of the local limits has been started as required by the NPDES permit.

Mr. Larson, reporting on behalf of HRG, noted that a meeting was held with the PaDEP to discuss the goal of submitting the Water Quality Management Part II Permit and Small Projects Permit Applications in early July, numerous site visits related to the Influent Pump Station and Dewatering Building were conducted, a pre-application meeting with Municipal Planning was held on March 26, 2019, the basis of design from Sanitaire for the aeration system modifications was received, the process design and structural work on the Influent Pump Station was started, the lab data for the influent sludge feed for the proposed belt filter process was reviewed, and ongoing civil site support was being provided for the new Maintenance Building being designed by Seiler-Drury.

Mr. Larson referred to the monthly maintenance tasks and reported the tasks performed by the plant staff for the month of March include installing a replacement pump on the sewer jetter truck, performing bypass operations on Washington Street as part of the Lafayette Street lining project, removing and repairing seized gear box for bar screen #2, meeting with Municipal Planning regarding the treatment plant upgrades and performing annual WET testing. Mr. Larson indicated that the collection system personnel cleaned 37,750 feet of pipe, responded to 223 PA 1 calls and 11 sewer blockage calls, one of which was an actual NMWA blockage, installed 7 manhole inserts, and posted 204 water shutoff notices while the wastewater treatment plant treated an average daily flow of 6,890,000 gallons with a total rainfall of 5.75 inches and snowfall of 6.00 inches, and no permit violations.

There were no BCM or SSM reports.

Mr. Rudolph provided information regarding a Right to Know Request in connection with a multi-family unit at 611 Swede Street.

Mr. Larson, in Mr. Thompson's absence, referred to the Accounts Receivable table indicating that it is below the \$700,000 threshold. Mr. Larson indicated that the operating disbursements for the month of April totaled \$198,989.62.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

MONTHLY DISBURSEMENTS TO VENDORS AND FOR PROFESSIONAL SERVICES:

Total Operation Disbursements for April	\$198,989.62
Capital Expenditures	\$71,018.13
TOTALS FOR APRIL	\$270,007.75

On a motion by Ms. Lawrence, seconded by Mr. Burke, the NMWA unanimously approved the monthly disbursements for April 2019 in the total amount of \$270,007.75.

OTHER COMMENTS:

The next scheduled Authority meeting is May 8, 2019.

ADJOURNMENT:

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

SUBMITTED BY:	ROSEANN SANTANGELO
EDITED BY:	BARRY THOMPSON

NORRISTOWN MUNICIPAL WASTE AUTHORITY
MINUTES OF THE MEETING
JUNE 12, 2019

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 (via conference call)
Jack Ochnich
Cyril Burke
Fernando Feliciano

Also in attendance:

Ed Rudolph, Rudolph Clarke, LLC
Robert Praga, Remington & Vernick (RVB)
John Larson, NMWA

PUBLIC COMMENT:

None.

APPROVAL OF MINUTES:

On a motion by Mr. Feliciano, seconded by Ms. Lawrence, the NMWA approved the Minutes of the March 13, 2019 Authority Meeting. Mr. Burke and Mr. Ochnich abstained because they were not at that meeting.

On a motion by Mr. Burke, seconded by Ms. Lawrence, the NMWA approved the Minutes of the April 10, 2019 Authority Meeting. Mr. Feliciano and Mr. Ochnich abstained because they were not at that meeting.

Ms. Lawrence disconnected at 6:46 pm.

AUDITOR PRESENTATION:

Ms. Anastasia Devlin of Bee Bergvall & Co. discussed the audited financial statements for 2018, which had been previously distributed to the NMWA Board members. Ms. Devlin added that there was support for all items selected for testing and the financial statements were free from material error. She also presented a financial analysis, which summarized the revenues, expenses and accounts receivables for 2018.

STAFF REPORTS:

Mr. Praga reported that there are no changes or updates for the proposed projects involving the Norristown Centre, 1529 Dekalb Street, 221 West Main Street or Markley Street Section 530.

Mr. Praga stated that the cooling tower water meters in use at the Montgomery County Courthouse and One Montgomery Plaza were inspected and read on April 10, 2019 and the amount of the sewer credit to be issued to the County was calculated.

Mr. Praga stated that PennDOT is moving forward with project bidding with a date of June 13, 2019 for the Markley Street Section 510 project and that the utility work is not expected to begin next year.

Mr. Praga indicated that the sewer construction activities for the Lafayette Street Extension project have been completed and invoices for NMWA-incorporated work on the project have been provided by Montgomery County. He added that under the cost share agreement the Authority will be responsible for \$101,782.26.

Mr. Praga stated that a sampling plan for the Local Limits Analysis has been approved by the EPA and that quotes will now be obtained from several laboratories for the sampling work after which the actual analysis can be completed.

Mr. Larson, reporting on behalf of HRG, noted that the major activities undertaken during May included the submittal to the Authority staff of the opinion of probable construction cost for Maintenance Building, completion of the pump alternatives analysis for Influent Pump Station, review of the Sanitaire basis of design for aeration system modifications, coordination of the air requirements with potential NUVODA MOB process, development of a control strategy for aeration system in both Old Plant and New Plant basins, and submittal to the Municipality of the Zoning application in anticipation of the June 25, 2019 hearing and Land Development Plans.

Mr. Larson referred to the monthly maintenance report and stated that the tasks performed by the plant staff for the month of June include pouring concrete to repair sidewalks at post aeration tank, tracking and identifying storm water outfalls for storm water drains around the plant, installing conduit and wiring for RAS pump control upgrade, installing variable frequency drives to control RAS pumps, and installing air conditioners in plant offices. Mr. Larson indicated that the collection system personnel cleaned 39,665 feet of pipe, responded to 144 PA 1 calls and 9 sewer blockage calls, two of which were actual NMWA blockages, installed 4 manhole inserts, and posted 220 water shutoff notices while the wastewater treatment plant treated an average daily flow of 5,960,000 gallons with a total rainfall of 7.17inches and no permit violations.

Mr. Rudolph provided information regarding a Right to Know Request in connection with a multi-family unit at 611 Swede Street which was appealed to the Open Records Committee.

Mr. Thompson reported that the accounts receivable increased approximately \$16,000 for the month of May and the financial operations showed a deficit for the month of May of \$24,846 and a surplus for the year to date of \$499,865. He stated that the operating disbursements for the month of May totaled \$166,151.08, which was slightly under budget for the sixth month of the year, while the capital expenditures amounted to \$148,358.67 and covered payments to HRG and Seiler Drury for the capital improvement program, SSM for engineering services, and to the County for the sanitary sewer work completed on the Lafayette Street Extension project.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

MONTHLY DISBURSEMENTS TO VENDORS AND FOR PROFESSIONAL SERVICES:

Total Operation Disbursements for May	\$189,004.44
Capital Expenditures	\$29,280.09
TOTALS FOR MAY	\$218,284.53

On a motion by Mr. Feliciano, seconded by Mr. Ochnich, the NMWA unanimously approved the monthly disbursements for May 2019 in the total amount of \$218,284.53.

Total Operation Disbursements for June	\$166,151.08
Capital Expenditures	\$148,358.67
TOTALS FOR JUNE	\$314,509.75

On a motion by Mr. Feliciano, seconded by Mr. Burke, the NMWA unanimously approved the monthly disbursements for June 2019 in the total amount of \$314,509.75.

OTHER COMMENTS:

The next scheduled Authority meeting is July 10, 2019.

EXECUTIVE SESSION:

The NMWA Board started an Executive Session at 7:29 pm and ended at 7:37 pm to discuss a personnel matter.

ADJOURNMENT:

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

SUBMITTED BY:	ROSEANN SANTANGELO
EDITED BY:	BARRY THOMPSON

NORRISTOWN MUNICIPAL WASTE AUTHORITY
MINUTES OF THE MEETING
JULY 10, 2019

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
Jack Ochnich
Cyril Burke
Fernando Feliciano

Also in attendance:

Nicole Feight, Rudolph Clarke, LLC
Robert Praga, Remington & Vernick (RVB)
John Larson, NMWA

PUBLIC COMMENT:

None.

APPROVAL OF MINUTES:

On a motion by Mr. Burke, seconded by Mr. Feliciano, the NMWA approved the Minutes of the June 12, 2019 Authority Meeting.

STAFF REPORTS:

Mr. Praga reported that there are no changes or updates for the proposed projects involving the Norristown Centre, 1529 Dekalb Street, 221 West Main Street, Lafayette Street Corridor or Markley Street Section 530.

Mr. Praga stated that a Professional Services Agreement ("PSA") was transmitted to the developer of the proposed Dollar Store at 600 East Fornance Street project. Mr. Thompson added that the standard PSA, which was distributed to the Board previously, has been signed by the developer and that the required escrow amount has been paid by the developer.

Mr. Praga noted that bids for the Markley Street Section 510 were opened on June 13, 2019.

Mr. Praga indicated that a sampling plan for the Authority's Local Limits Analysis has been approved by the Environmental Protection Agency.

Mr. Larson reported that there was a meeting with the Municipal Planning Commission to review the land development application for the proposed capital improvement program and that the Commission will provide its recommendation to the Municipal Council for consideration of the application at the August 20, 2019 Council meeting.

Mr. Larson, reporting on behalf of HRG, stated that the major activities undertaken during June include meeting with the architect and Authority Staff to review revised plans and specifications, alternates and bid schedule, and the updated opinion of probable construction cost for the Maintenance Building, completing the pump alternatives analysis for the influent pump station, working with Solicitor's office to prepare for and attend the Zoning Hearing Board, continuing electrical design for new Electrical Building, beginning structural design work on the Belt Filter Press slab and new Electrical Building footers, and reviewing the revised agreement from NUVODA for pilot testing protocol and terms.

Mr. Larson referred to the monthly maintenance report and noted that the tasks performed by the plant staff for the month of June include changing keypads on belt filter press VFD's, reinstalling final #5 influent wall baffles, upgrading RAS pump pulleys to allow VFD control, putting new RAS pump VFD's online, replacing drum roller on belt filter press conveyer, replacing air compressor head gaskets on Godwin pump, replacing influent flow meter displays, and removing storm damaged tree from CSO-003. Mr. Larson indicated that the collection system personnel cleaned 47,585 feet of pipe, responded to 121 PA 1 calls and 14 sewer blockage calls, one of which was an actual NMWA blockage and posted 240 water shutoff notices while the wastewater treatment plant treated an average daily flow of 5,610,000 gallons with a total rainfall of 8.24 inches and no permit violations.

Ms. Feight stated that there may be options for addressing the landscaping items raised at the Municipal Planning Commission meeting.

Mr. Thompson reported that the accounts receivable essentially remained the same for the month of June and the financial operations showed a deficit for the month of June of \$2,880 and a surplus for the year to date of \$496,984. He noted that the operating disbursements for the month of July totaled \$159,042.25, which was slightly under budget for the seventh month of the year, while the capital expenditures amounted to \$31,369.30 and covered payments to HRG for design work and Seiler Drury for architectural work for the capital improvement program, SSM for engineering services, and RVB for engineering services for the Markley Street Section 510 project.

OLD BUSINESS:

None.

NEW BUSINESS:

On a motion by Mr. Burke, seconded by Mr. Ochnich, the NMWA approved the Professional Services Agreement between the Norristown Municipal Waste Authority and JLM Real Estate Investment LLC in connection with the proposed development of a Dollar General Store at East Fornance Street and Tremont Avenue. Mr. Feliciano opposed.

MONTHLY DISBURSEMENTS TO VENDORS AND FOR PROFESSIONAL SERVICES:

Total Operation Disbursements for July	\$159,042.25
Capital Expenditures	\$31,369.30
TOTALS FOR JULY	\$190,411.55

On a motion by Mr. Feliciano, seconded by Mr. Ochnich, the NMWA unanimously approved the monthly disbursements for July 2019 in the total amount of \$190,411.55.

OTHER COMMENTS:

The next scheduled Authority meeting is August 14, 2019.

ADJOURNMENT:

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

SUBMITTED BY:
EDITED BY:

ROSEANN SANTANGELO
BARRY THOMPSON

NORRISTOWN MUNICIPAL WASTE AUTHORITY
MINUTES OF THE MEETING
AUGUST 14, 2019

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

ROLL CALL:

Board members present:

Gregory Nester
Jack Ochnich
Cathy Lawrence
Fernando Feliciano

Also in attendance:

Ed Rudolph, Rudolph Clarke, LLC
Robert Praga, Remington & Vernick (RVB)
John Larson, NMWA

PUBLIC COMMENT:

None.

APPROVAL OF MINUTES:

On a motion by Mr. Ochnich, seconded by Mr. Feliciano, the NMWA approved the Minutes of the July 10, 2019 Authority Meeting. Ms. Lawrence abstained because she did not attend that meeting.

STAFF REPORTS:

Mr. Praga reported that there are no changes or updates for the proposed projects involving the Norristown Centre, 1529 Dekalb Street, 221 West Main Street, Lafayette Street Corridor or Markley Street Sections 510 and 530.

Mr. Praga stated that the site plans for the 600 East Fomance Street project proposing a Dollar General Store were reviewed by RVB and comments were returned to the Applicant.

Mr. Praga noted that the utility layout work has begun for the proposed Montgomery County Justice Center project.

Mr. Larson, reporting on behalf of HRG, indicated that the major activities undertaken during August include the preparation of the contract documents for Contract Nos. MG-1 and MG-2 in connection with the new Maintenance Building, meeting with the plant manager to review the Maintenance Building drawings and specifications and the Chlorine Gas Building demo requirements, site visit in Muncie, Indiana with the plant manager to review the pulse mix and aeration system from Sanitaire and the operation and maintenance requirements for the Neruos Turbo Blower, and the preparation of the Joint Permit Application for the Phase I Improvements and the future Administrative Building.

Mr. Larson stated that he, Attorney Marlier and a representative from HRG will attend the August 20, 2019 Council meeting regarding the approval of the land development application for the improvements at the wastewater treatment plant.

Mr. Larson referred to the monthly maintenance report and noted that the tasks performed by the plant staff for the month of August include the replacement of the brush holder and the electrical service connection for raw sewage pump #1 motor and the rebuilding of the eroded bank around CSO-003. Mr. Larson indicated that the collection system personnel cleaned 44,725 feet of pipe, responded to 291 PA 1 calls and 18 sewer blockage calls, one of which was an actual NMWA blockage, and posted 173 water shutoff notices while the wastewater treatment plant treated an average daily flow of 5,040,000 gallons with a total rainfall of 5.04 inches and no permit violations.

Mr. Larson, reporting on behalf of Mr. Thompson, stated that the accounts receivable essentially remained the same for the month of July and the financial operations showed a surplus for the month of July of \$203,099 due to the receipt of the West Norriton quarterly reimbursement. He noted that the operating disbursements for the month of August totaled \$146,162.89, which was slightly under budget for the eight month of the year, while the capital expenditures amounted to \$52,995.84 and covered payments to HRG for design work and SSM for consent order work

OLD BUSINESS:

None.

NEW BUSINESS:

None.

MONTHLY DISBURSEMENTS TO VENDORS AND FOR PROFESSIONAL SERVICES:

Total Operation Disbursements for August	\$146,162.89
Capital Expenditures	\$52,995.84
Developer Escrow	\$500.00
TOTALS FOR AUGUST	\$199,658.73

On a motion by Mr. Feliciano, seconded by Mr. Ochnich, the NMWA unanimously approved the monthly disbursements for August 2019 in the total amount of \$199,658.73.

OTHER COMMENTS:

The next scheduled Authority meeting is September 11, 2019.

ADJOURNMENT:

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

SUBMITTED BY:	ROSEANN SANTANGELO
EDITED BY:	BARRY THOMPSON

NORRISTOWN MUNICIPAL WASTE AUTHORITY
MINUTES OF THE MEETING
SEPTEMBER 11, 2019

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
Cyril Burke
Fernando Feliciano

Also in attendance:

Ed Rudolph, Rudolph Clarke, LLC
Robert Praga, Remington & Vernick (RVB)
John Larson, NMWA

PUBLIC COMMENT:

None.

APPROVAL OF MINUTES:

On a motion by Mr. Ochnich, seconded by Mr. Feliciano, the NMWA approved the Minutes of the August 14, 2019 Authority Meeting. Mr. Burke abstained because he did not attend that meeting.

STAFF REPORTS:

Mr. Praga reported that there are no changes or updates for the proposed projects involving 1529 Dekalb Street, 221 West Main Street, Lafayette Street Corridor or Markley Street Sections 510 and 530.

Mr. Praga stated that he will contact the developer for the residential unit under construction at 414 West Johnson Highway to obtain any remaining documentation necessary to comply with the Rules and Regulations of the NMWA.

Mr. Praga noted there is a pre-construction meeting scheduled for the Norristown Centre project (Royal Farms).

Mr. Praga indicated that Analytical Lab Services and the Authority staff are conducting sampling for the Local Limits Analysis as a requirement of the Authority's NPDES permit.

Mr. Praga stated that the engineer for the proposed project at 700 High Street has contacted RVB regarding the ability of the NMWA sewer system to serve the facilities envisioned for the development. He added that a Professional Services Agreement would be the next step in the process.

Mr. Joshua Fox, reporting on behalf of HRG, discussed the results of the bidding for Contract Nos. MG-1 and MG-2 for the new Maintenance Building. He reviewed the bid tabulation, which was previously distributed to the NMWA Board, and explained the base bid and alternate bids. Mr. Fox noted that both staff and HRG recommended award to the lowest responsible bidder for the base bid and Alternate No. 1. Mr. Thompson indicated that staff concluded that the work set forth in Alternate Nos. 2 and 3 could be completed in-house for less than the bid prices.

On a motion by Mr. Feliciano, seconded by Mr. Ochnich, the NMWA, pursuant to the terms of the bid documents provided by the Authority on Pennbid and last revised on September 5, 2019, to accept SMJ Contracting, Inc. as the lowest responsible and responsive bidder to Contract No. MG-1: General Construction of a Maintenance Garage with Alternate No. 1, construction of a mezzanine therein, (rejecting Alternate Nos. 2 and 3) in the total bid sum of \$846,319.00, consisting of the base bid of \$810,260.00 and Alternate No. 1 Bid of \$36,059.00. Furthermore, the Executive Director is authorized and directed to execute all documents and take all necessary actions to effectuate the terms of the bid documents required therein of the Authority.

On a motion by Mr. Burke, seconded by Mr. Feliciano, the NMWA, pursuant to the terms of the bid documents provided by the Authority on Pennbid and last revised on September 5, 2019, to accept AJM Electric, Inc. as the lowest responsible and responsive bidder to Contract No. MG-2: electrical construction of a maintenance garage with Alternate No. 1, construction of a mezzanine therein, (rejecting Alternate Nos. 2 and 3) in the total bid sum of \$81,700.00, consisting of the base bid of \$77,000.00 and Alternate No. 1 bid of \$4,700.00. Furthermore, the Executive Director is authorized and directed to execute all documents and take all necessary actions to effectuate the terms of the bid documents required therein of the Authority.

Mr. Fox summarized the recent activities performed during the month of September including obtaining final Land Development Plan approval from the Norristown Municipal Council, providing bid phase services for Contract Nos. MG-1 & MG-2, holding a Progress Team Meeting on September 3rd to review the scope of work and schedule for the capital improvement program, and finalizing the air piping design and blower selection as well as the chlorine gas equipment sizing for a Water Quality Management Part II Permit submission to the PaDEP.

Mr. Thompson, reporting on behalf of John Larson, referred to the monthly maintenance report and noted that the tasks performed by the plant staff for the month of September include the installation of a new centrifugal pump for the digester feed, the rebuilding and installation of RAS pump #1, and the installation of a booster pump system for the Nuvoda waste screen. Mr. Thompson indicated that the collection system personnel cleaned 47,550 feet of pipe, responded to 391 PA 1 calls and 8 sewer blockage calls, none of which was an actual NMWA blockage, and posted 254 water shutoff notices while the wastewater treatment plant treated an average daily flow of 4,560,000 gallons with a total rainfall of 4.73 inches and no permit violations.

Mr. Rudolph provided information regarding the draft Asset Purchase Agreement in connection with the proposed sale of the sewer system and pointed out that the agreement lists the NMWA as the seller of sewer system.

Mr. Thompson reported that the accounts receivable decreased by approximately \$34,000 for the month of August and the financial operations showed a surplus of \$46,270 for August. He noted that the operating disbursements for the month of September totaled \$133,667.96 (exclusive of payroll), which was slightly under budget for the ninth month of the year, while the capital expenditures amounted to \$24,258.24 and covered payments to Seiler Drury for architectural work associated with the sewer plant improvements and SSM for consent order work

OLD BUSINESS:

None.

NEW BUSINESS:

Mr. Thompson reminded the NMWA Board that he sent a memorandum and a wastewater service agreement that addresses the acceptance, treatment, and disposal of liquid wastewater hauled by a private company. He explained the anticipated benefit to the operation of the treatment facility (increase biological loading) and the associated revenue stream and indicated that the agreement was reviewed by the Solicitor and signed by the company after several weeks of testing the hauled wastewater to insure that there would be no harm to the treatment process.

On a motion by Mr. Feliciano, seconded by Mr. Ochnich, the NMWA approved the Wastewater Processing Agreement, dated September 3, 2019, between the Norristown Municipal Waste Authority and Russell Reid Waste Disposal Service, Co. for the acceptance, treatment and disposal of trucked liquid waste.

MONTHLY DISBURSEMENTS TO VENDORS AND FOR PROFESSIONAL SERVICES:

Total Operation Disbursements for September	\$133,667.96
Capital Expenditures	\$24,258.24
Developer Escrow	\$1,131.00
 TOTALS FOR SEPTEMBER	 \$159,057.20

On a motion by Mr. Feliciano, seconded by Mr. Ochnich, the NMWA unanimously approved the monthly disbursements for September 2019 in the total amount of \$159,057.20.

OTHER COMMENTS:

Since the next scheduled Authority meeting fell on a Jewish holiday, the NMWA Board rescheduled the meeting until October 22, 2019.

ADJOURNMENT:

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

SUBMITTED BY:	ROSEANN SANTANGELO
EDITED BY:	BARRY THOMPSON

NORRISTOWN MUNICIPAL WASTE AUTHORITY
MINUTES OF THE MEETING
OCTOBER 22, 2019

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 in the Norristown Municipal Waste Authority Office.

ROLL CALL:

Board members present:

Gregory Nester
Jack Ochnich
Cyril Burke
Cathy Lawrence
Fernando Feliciano

Also in attendance:

Ed Rudolph, Rudolph Clarke, LLC
Robert Praga, Remington & Vernick (RVB)
John Larson, NMWA

PUBLIC COMMENT:

None.

PRESENTATION BY PFM FINANCIAL ADVISORS:

Scott Shearer, PFM Financial Advisor and Thomas Wyatt, Obermayer, distributed a handout, provided an update on the status of the potential sale of the Norristown Municipal Waste Authority Sewer System by the Municipality of Norristown, and discussed the Proposed Asset Purchase Agreement related to the potential sale.

APPROVAL OF MINUTES:

On a motion by Mr. Feliciano, seconded by Mr. Burke, the NMWA approved the Minutes of the September 11, 2019 Authority Meeting. Ms. Lawrence abstained because she did not attend the meeting.

STAFF REPORTS:

Mr. Praga noted that RVB has contacted the developer for the 1-unit property at 414 W. Johnson Highway and requested design plans for the project to ensure that all sewer connection requirements are met.

Mr. Praga reported that construction has started on the project at the Norristown Centre.

Mr. Praga stated that the 1529 Dekalb Street project is close to completion.

Mr. Praga indicated that there are no changes or updates for the proposed projects involving 221 West Main Street, Markley Street Section 530, 600 East Fornance Street (Dollar General Store) and 700 High Street.

Mr. Praga noted that a pre-construction meeting for the Markley Street Section 510 was held on September 30, 2019 and that the utility work is expected to begin in 2020.

Mr. Praga stated that the Local Limits Analysis required by the NPDES permit should be completed shortly and submitted by the November 1, 2019 deadline.

Mr. Thompson, reporting on behalf of HRG, indicated that a notice of intent to award was issued for Contract Nos. MG-1 and MG-2 for the construction of the Maintenance Garage and that a pre-construction meeting would be held within the next two (2) weeks. He added that the submission of the Water Quality Management Part II Permit Application to the PaDEP would occur by the end of the month.

Mr. Larson referred to the monthly maintenance report and noted that the tasks performed by the plant staff for the month of October include the installation of VFD's to control RAS pumps 1-5, removal and replacement of post-aeration blower to have repair assessment performed, clearing of fence line along Sawmill Run, and replacement of the exhaust manifold on F-350. Mr. Larson reported that the collection system personnel cleaned 44,765 feet of pipe, responded to 408 PA 1 calls and 3 sewer blockage calls, none of which was an actual NMWA blockage, installed 3 manhole inserts, and posted 461 water shutoff notices while the wastewater treatment plant treated an average daily flow of 3,870,000 gallons with a total rainfall of 2.31 inches and no permit violations.

There was no Solicitor report.

Mr. Thompson reported that the accounts receivable decreased slightly for the month of September and the financial operations showed a surplus of \$73,586 for September. He noted that the operating disbursements for the month of October totaled \$173,522.57 (exclusive of payroll), which was slightly under budget for the tenth month of the year, while the capital expenditures amounted to \$82,743.17 and covered payments to HRG for engineering associated with the sewer plant upgrade, RVB for engineering in connection with the Markley Street Section 510 project, and SSM for consent order work.

Mr. Thompson stated that the draft operating budget for 2020 was sent to the NMWA Board for consideration. He indicated that the budget does not consider any sewer rate increase but does include a new expense line for office space rental since the Authority will be moving out of the Municipal Building. Further, the treatment plant staff expense incorporates the hiring of a laboratory supervisor with the goal of getting the laboratory certified by the PaDEP so that the Authority can reduce its dependency on outside laboratory services. Mr. Thompson indicated that the 2020 operating budget will be an action item on the agenda for the November meeting.

Mr. Thompson informed the NMWA Board that he and Mr. Larson would be observing a bid auction on October 30, 2019 for the supply of electricity to the treatment plant and that he would provide the results of the auction at the November meeting.

OLD BUSINESS:

None.

NEW BUSINESS:

Mr. Thompson reminded the NMWA Board that he distributed a Resolution required by the State to terminate the Authority's pension plan under the Pennsylvania Municipal Retirement System because it only covered one previous office employee, who is deceased. Mr. Thompson added that all full-time office staff are enrolled in the 457 retirement plan covering the union employees.

On a motion by Mr. Feliciano, seconded by Ms. Lawrence, the NMWA approved Resolution No. 2019-10-01 terminating the Authority's Non-Uniform Pension Plan administered by the Pennsylvania Municipal Retirement System.

MONTHLY DISBURSEMENTS TO VENDORS AND FOR PROFESSIONAL SERVICES:

Total Operation Disbursements for October	\$173,522.57
Capital Expenditures	\$82,743.17
Developer Escrow	\$702.50
 TOTALS FOR OCTOBER	 \$256,968.24

On a motion by Ms. Lawrence, seconded by Mr. Ochnich, the NMWA unanimously approved the monthly disbursements for October 2019 in the total amount of \$256,968.24.

OTHER COMMENTS:

The next scheduled Authority meeting is November 13, 2019.

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 13, 2019

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 in the Norristown Municipal Waste Authority Office.

ROLL CALL:

Board members present:

Gregory Nester
Jack Ochnich
Cyril Burke
Fernando Feliciano

Also in attendance:

Ed Rudolph, Rudolph Clarke, LLC
Robert Praga, Remington & Vernick (RVB)
John Larson, NMWA

PUBLIC COMMENT:

None.

APPROVAL OF MINUTES:

On a motion by Mr. Feliciano, seconded by Mr. Burke, the NMWA approved the Minutes of the October 22, 2019 Authority Meeting.

STAFF REPORTS:

Mr. Praga reported that there are no changes or updates for the proposed projects involving 414 W. Johnson Highway, 221 West Main Street or 600 East Fornance Street and that construction is in progress for the Norristown Centre, 1529 Dekalb Street and Markley Street Section 530 projects.

Mr. Praga stated that the Authority is applying for a PA Small Water & Sewer Grant for the lining of 124 manholes to reduce flow and infiltration throughout the collection system. He added that the application is due on December 13, 2019 and an Authority Resolution, which is on the agenda, is required .

Mr. Praga noted that a utility coordination meeting will be scheduled soon for the Markley Street Section 510 project.

Mr. Praga indicated that the Local Limits Analysis and the PCB Pollutant Minimization Plan have been completed and submitted to the PaDEP for review and approval as required by the NPDES permit.

Mr. Praga stated that sewer connection applications were submitted for the proposed County Justice Center and the proposed townhome development at 200 E. Logan Street.

Mr. Larson, reporting on behalf of HRG, noted the Water Quality Part II Permit Application for the sewer upgrade project was submitted to the PaDEP.

Mr. Larson referred to the monthly maintenance report and indicated that the tasks performed by the plant staff for the month of November include the replacement of the belts on the belt filter press, installation of a new post-aeration blower, repair of turbos and DPF system on sewer jetter truck, replacement of bearings on blower #4 motor, repair of fiberglass distribution channel for primary clarifiers, and repair of collapsed sewer line at Dekalb and Washington Streets. Mr. Larson reported that the collection system personnel cleaned 13,280 feet of pipe, responded to 213 PA 1 calls and 13 sewer blockage calls, 3 of which were actual NMWA blockages, installed 9 manhole inserts, and posted 318 water shutoff notices while the wastewater treatment plant treated an average daily flow of 4,440,000 gallons with a total rainfall of 5.39 inches and no permit violations.

Mr. Rudolph commented that he was in contact with the Special Counsel for West Norriton Township to discuss potential issues involving the sale of the sewer system and the Township's portion of the proposed sewer plant upgrade costs.

Mr. Thompson reported that the accounts receivable increased slightly for the month of October and the financial operations showed a surplus of \$200,252 for October primarily due to the quarterly reimbursement from West Norriton Township. He indicated that the operating disbursements for the month of November totaled \$171,820.59 (exclusive of payroll), which was slightly under budget for the eleventh month of the year, while the capital expenditures amounted to \$65,789.44 and covered payments to HRG for engineering and Seiler Drury for architectural work, both associated with the sewer plant upgrade, and RVB for engineering in connection with the Markley Street Section 510 project.

Mr. Thompson stated that he wanted to follow up on an item mentioned at the October Authority meeting, i.e., the bid auction on October 30, 2019 for the supply of electricity to the treatment plant. He noted that the lowest bidder was Constellation which resulted in a four-year contract that would save approximately \$0.05 per kilowatt hour over the current price.

OLD BUSINESS:

None.

NEW BUSINESS:

On a motion by Mr. Burke, seconded by Mr. Ochnich, the NMWA approved Resolution No. 2019-11-01 requesting a PA Small Water and Sewer Program Grant for certain sanitary sewer improvements.

Mr. Thompson reminded the NMWA Board that the draft 2020 Operating Budget was distributed previously and discussed at the October Authority meeting.

On a motion by Mr. Feliciano, seconded by Mr. Burke, the NMWA approved the 2020 Operating Budget of the Norristown Municipal Waste Authority in the amount of \$5,627,000.

Mr. Thompson pointed out that the lease for the new office space at 25 E. Marshall Street, which was sent to the NMWA Board for consideration, was a standard lease that had been reviewed by Mr. Rudolph

On a motion by Mr. Burke, seconded by Mr. Feliciano, the NMWA approved the commercial lease between the Norristown Municipal Waste Authority and Norristown Nueva Vida Mennonite Church for the rental of office space at 25 E. Marshall Street.

MONTHLY DISBURSEMENTS TO VENDORS AND FOR PROFESSIONAL SERVICES:

Total Operation Disbursements for November	\$171,820.59
Capital Expenditures	\$65,789.44
Developer Escrow	\$540.00
TOTALS FOR NOVEMBER	\$238,150.03

On a motion by Mr. Feliciano, seconded by Mr. Ochnich, the NMWA unanimously approved the monthly disbursements for November 2019 in the total amount of \$238,150.03.

OTHER COMMENTS:

The next scheduled Authority meeting is December 11, 2019 at the new office.

ADJOURNMENT:

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

SUBMITTED BY:
EDITED BY:

ROSEANN SANTANGELO
BARRY THOMPSON

NORRISTOWN MUNICIPAL WASTE AUTHORITY
MINUTES OF THE MEETING
DECEMBER 11, 2019

CALL TO ORDER:

The December 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 phone)
Cyril Burke

Also in attendance:

Ed Rudolph, Rudolph Clarke, LLC
John Larson, NMWA

PUBLIC COMMENT:

None.

APPROVAL OF MINUTES:

On a motion by Mr. Burke, seconded by Mr. Ochnich, the NMWA Board approved the Minutes of the November 13, 2019 Authority Meeting.

STAFF REPORTS:

Mr. Thompson, reporting on behalf of Remington Vernick and Beach (RVB), noted that the Authority was informed that the property at 414 W. Johnson Highway will be utilizing a septic tank and that the developer's engineer will provide a permit from the County to enable the project to be closed out.

Mr. Thompson stated that the installation of a sanitary sewer to serve Royal Farms has begun on the property.

Mr. Thompson indicated that there are no change or updates for the proposed projects involving 1529 Dekalb Street, 221 West Main Street, 600 E. Fornance Street, and Markley Street Sections 510 and 530.

Mr. Thompson noted that the application for a PA Small Water & Sewer Grant for funding for the lining of certain manholes in the sewer system would be submitted by the end of the week.

Mr. Thompson reported that site plans for the Montgomery County Justice Center were reviewed by RVB and comments were returned to the applicant.

Mr. Thompson stated that an application to connect to the sewer system has been received for the proposed project at 200 East Logan Street.

Mr. Larson, reporting on behalf of HRG, noted that Job Conference No. 1 was held for Contract Nos. MG-1 & MG-2 for the construction of the Maintenance Garage and that HRG approved Change Order No. 1 for Contracts MG-1 in the amount of \$10,018.50 and MG-2 in the amount of \$2,800.00 as well as Payment Nos. 1 and 2 for Contract MG-1 in the total amount of \$34,566.30.

Mr. Larson reported that the collection system personnel cleaned 39,335 feet of pipe, responded to 127 PA 1 calls and 5 sewer blockage calls, 2 of which were actual NMWA blockages, installed 1 manhole insert and posted 187 water shutoff notices while the wastewater treatment plant treated an average daily flow of 4,700,000 gallons with a total rainfall of 2.77 inches and no permit violations.

Mr. Rudolph explained that Special Counsel for the Municipality of Norristown in connection with the potential sale of the sewer system incorporated the changes into the draft Asset Purchase Agreement (APA) proposed by the Authority staff and in turn Special Counsel was requesting the Authority to accept the APA as well as the Request for Bidders that was to be sent to firms, who have expressed an interest in buying the sewer system.

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

Resolved that the latest draft of the Asset Purchase Agreement, dated December 11, 2019, is considered to adequately protect the interests of the Norristown Municipal Waste Authority related to the potential transfer or sale of the Authority's assets; and,

It is further resolved, that at the request of the Municipality of Norristown to approve the Request for Bidders, it is hereby approved without comment as to the desire of the Authority to enter into any such transfer or sale.

Mr. Thompson reported that the accounts receivable increased slightly for the month of November and the financial operations showed a deficit of \$20,204 for November, primarily due to a reduction in collections. He indicated that the operating disbursements for the month of December totaled \$177,013.16 (exclusive of payroll), which was slightly under budget for the year, while the capital expenditures amounted to \$66,662.64 and covered payments to HRG for engineering and Seiler Drury for architectural work, both associated with the sewer plant upgrade, and the general contractor in connection with construction of the Maintenance Garage.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

MONTHLY DISBURSEMENTS TO VENDORS AND FOR PROFESSIONAL SERVICES:

Total Operation Disbursements for December	\$177,013.16
Capital Expenditures	\$66,662.64
TOTALS FOR DECEMBER	\$243,675.80

On a motion by Mr. Ochnich, seconded by Mr. Burke, the NMWA Board unanimously approved the monthly disbursements for December 2019 in the total amount of \$243,675.80.

OTHER COMMENTS:

The next scheduled Authority meeting is December 11, 2019 at 6:15 pm (Holiday Party to follow).

ADJOURNMENT:

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

SUBMITTED BY:	ROSEANN SANTANGELO
EDITED BY:	BARRY THOMPSON