

**ABINGTON REGIONAL WASTEWATER AUTHORITY**

***March 11, 2020***

The regular meeting of the Abington Regional Wastewater Authority was called to order by President Rinaldi and opened with the Pledge of Allegiance. The meeting took place in the conference room at the Abington Regional Wastewater Treatment plant on March 11, 2020 at 6:30 p.m.

Present:

Wayne Thorpe  
Paul Lockett  
Harry Jenkins  
Gloria Lance  
Paul Murphy

Also Present:

Lauren Elliott, Director  
David Rinaldi, Esquire  
Donald Jensen, Esquire  
Frank Besten

Absent: Mike Bisignani, Engineer  
Robert Kelly  
Donald Snyder

Guests: **Mark Zavislak from Kohanski & Company**

**Motion to approve the minutes from the February 11, 2020 meeting was made by Ms. Lance seconded by Mr. Thorpe unanimously passed.**

Mark Zavislak from Kohanski & Company was present to present the 2019 Audit.

Mr. Zavislak discussed the 2019 Audit. He stated ARWA assets diminished approximately (1) million dollars as a result of an increase in investments and a decrease in capital asset depreciation. Liabilities changed with the decrease of accounts payable resulting from the timing of vendor billing, a decrease in accrued expenses along with a notes payable decreased 1.2 million. The Authority's Statement of Revenue and Expenses included reduced rates for municipalities, an increase in tapping fees collected and a reduction in Employee salary and benefit costs. The remaining operating expenses were similar to recent years.

**Mr. Murphy made a motion to approve the ARWA financial statements for 2018-2019 as presented, seconded by Mr. Lockett, unanimously passed.**

Ms. Elliot presented her Directors Report including the 2019 ARWA Audit, Natural Gas Billing delay, Piping Camera demonstration and auto accident resulting in property damage to the Fountain.

Ms. Elliot discussed receiving a letter from UGI explaining a billing delay that began in December 2019. The bills this month included (3) months of bills including: December \$2,323.03, January \$2,347.02 and February \$2,328.97 totaling \$6,999.02.

Ms. Elliot discussed setting up sewer line camera demonstrations from Cues and IBAK. An Aries demonstration will be scheduled soon. All companies contacted thus far are COSTARS approved. Ms. Elliot will put together a comparison after all the information is obtained.

Ms. Elliot stated the CUES Camera System would cost approximately \$68,000 to \$70,000 which includes a lateral camera. The IBAK camera system would cost approximately \$90,000 without a lateral camera. Mr. Thorpe asked which one she recommended. Ms. Elliot stated for the purposes of the Authority, the Cues Camera System would be sufficient for ARWA’s current needs. Mr. Besten asked if this camera would be “rented out”. Ms. Elliot stated the current plan includes an ARWA Staff Member would operate the equipment in conjunction with a municipal employee. ARWA would then provide that Municipality with the data. Mr. Thorpe asked if the Camera Systems include a trailer. Ms. Elliot suggested getting a COSTARS approved pickup truck with a slide to mount the camera system.

Ms. Elliot discussed an auto accident that took place on Authority property on February 28, 2020 at 12:30 AM. A vehicle drove off the Route 6 and struck the concrete pad of the fountain. The damage appears to be cosmetic; however, a police report was obtained from South Abington Township Police in case an insurance claim needs to be filed. Notice of the damage was provided to the Authority’s Insurance Carrier. The extent of any further damage will not be known until the fountain is operational.

Ms. Elliot presented Anthony Luongo’s Operations and Maintenance Report highlighting the cleaning of the effluent weirs and trough on Clarifiers on 2 and 3, inspection of the couplings on the return pump system, inspection of the Headworks Building equipment, and overhaul of the 4<sup>2</sup> inch trash pump.

Ms. Elliot presented the Operational Data for February 2020, reporting an average Daily Influent flow of 4.26 MGD.

**Unpaid Bills Detail:**

Mrs. Elliott directed specific attention to the Unpaid Bills Detail as follows:

**Unpaid Bills 3/11/2020**

<b>Check Number</b>	<b>Payee</b>	<b>Payment</b>
3491	Amy Waters	100.00
3492	Chapman Supply Co	19.52
3493	Convenient Food Mart	218.50
3494	County Waste	128.84
3495	Dempsey Uniform	34.54
3496	Fisher Scientific	55.65
3497	Fox Ledge	39.05
3498	Grainger	106.20
3499	HACH	2,500.00
3500	Hawk Mountain Labs	2,294.00
3501	Highmark Blue Shield	4,140.58
3502	Jensen & Jensen	1,187.50
3503	John Hancock Funds	8,572.28
3504	JP Mascaró	2,400.00
3505	Justus Home & Garden	189.58
3506	Keystone Sanitary Landfill	9,245.88
3507	Kohanski Company	2,000.00
3508	NSI Solutions, INC	171.50
3509	O’Hora Silk-screening	249.00

3510	One Point	261.47
3511	PA American Water Co	284.95
3512	PA Dept of Environmental Protection	125.00
3513	Pena-Plas	49.50
3514	Pennsylvania Paper & Supply	315.89
3515	Polydyne, Inc	2,690.08
3516	PPL	9,989.06
3517	The Times Leader	148.64
3518	UGI	6,999.02
3519	United Concordia	346.76
3520	USALCO	4,384.44
<b>TOTAL</b>		<b>59,247.43</b>

**Motion was made by Mr. Murphy to approve payment of bills, seconded by Mr. Jenkins, unanimously passed.**

Ms. Elliot presented the budget and statement of balances.

Ms. Elliot requested to move the May board meeting on Wednesday May 13, 2020 to Thursday May 14, 2020.

Ms. Elliot presented the Engineers Report.

She discussed that the information was received from the Municipalities for ARWA’s Chapter 94 Report, noting a draft copy will be available by March 18, 2020 and the Authority’s yearly inspection will be set up.

Ms. Elliot discussed the need to replace the UV4000 system as it is 18 years old. This unit is offline frequently and the replacement parts are difficult to procure and expensive. Ms. Elliot stated the Authority can treat 11 MGD with the newer unit UV Signa, which was installed during the Authority’s new construction; however the plant requires the capacity to treat up to 22 MGD. Ms. Elliot suggested mirroring a second UV Signa unit in place of the aging UV 4000 unit. Ms. Elliot also needs to get remaining original UV functional as soon as possible because installing a new unit will require a year. Ms. Elliot has been in contact with Trojan to troubleshoot the old UV. A new unit would cost approximately \$500,000. Ms. Elliot will put together a few options for the Board to review. Ms. Lance asked if Mr. Bisignani could provide a recommendation.

President Rinaldi asked why GHD isn’t providing a monthly report in writing. Ms. Elliot will request GHD provide monthly reports.

**The Treasurer’s Report** was presented by Mr. Murphy as follows:

Fidelity Bank as of March 11, 2020 = \$3,179.03

Money Market Account as of March 11, 2020 = \$342,463.85(Done Quarterly)

Requisitions

#484 Payroll \$39,000

#485 Treasurers Account \$1,000

**Motion was made by Mr. Lockett to accept the treasurers report as presented and to approve (2) two requisitions #484 transfer to payroll for \$39,000, #485 transfer to Treasurer account for \$1,000, seconded Mr. Murphy, unanimously passed.**

**Engineer's Report**- No Report

**Reports from Committees**: No Report

**Municipal Liaison Committee**: No Report

**Public Relations Committee**: No Report

**Personnel Committee**: Ms. Elliot briefly discussed a medical incident that took place earlier in the day. An employee had an allergic reaction. He has recovered but Ms. Elliot had everyone update emergency cards.

**Solicitors Report**: Solicitor Jensen discussed that some of the files requested from Gannett Fleming were received, however not all. Ms. Elliot sent a letter to Gannet Fleming requesting the remaining documents. A letter was received back stating that propitiatory information needed to be removed and it would take some time.

Solicitor Jensen discussed a meeting which took place with a Roofing Inspector from Versico, Mr. Bisignani, Ms. Elliot, Anthony Luongo and himself. The Inspector acknowledged the BioSolids Building roof problems agreeing the roof needed to be replaced. He stated he will write a report discussing the appropriate repairs. The Inspector stated the report was submitted to his superior. As of today, the Director hasn't received the report.

Solicitor Jensen sent reports to Atty. Audrey Daily Counsel for Gannet Fleming. Ms. Daily was unable to open the digital files sent by Solicitor Jensen. Atty. Daily asked what the Authority's seeking from Gannett Fleming. Solicitor Jensen stated ARWA wants Biosolids Building fixed. He has not heard back as of today. President Rinaldi suggested giving them a deadline to get a resolution. Solicitor Jensen agreed that within the next (2) weeks a response should be received.

**Finance Committee**: No Report

There were no members of the public and no public comment.

Motion to adjourn was made by Mr. Murphy seconded by Ms. Lance and unanimously passed to adjourn the meeting at 7:40 PM, unanimously passed.

Respectfully submitted,

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Paul Lockett, Assistant Secretary