

**MINUTES OF THE  
BUSINESS MEETING  
OF HORSHAM WATER AND SEWER AUTHORITY  
617 HORSHAM ROAD  
HORSHAM, PENNSYLVANIA  
MONDAY, MARCH 15, 2021  
REMOTE VIA ZOOM ID 810 9843 2842**

The meeting convened at 7:30 PM.

The following persons were in attendance.

- (a) Members: John Butler, Chairman  
Ken Woods, Treasurer  
Anthony Trotter, Secretary  
Kyle Carr, Assistant Secretary  
Timothy Kluska, Assistant Secretary/ Treasurer
  
- (b) Staff: Tina O'Rourke, Business Manager  
Michael Healey, Operations Manager  
Michelle Sepulveda, Customer Service Manager  
Beth Straight, HR/ Finance  
Michael Pickel, Director of Compliance and Regulatory Affairs  
Theresa Funk, P.E., Gilmore and Associates, Engineer  
Paul G. Mullin, Esquire, Hamburg, Rubin, Mullin,  
Maxwell & Lupin, Solicitor

MINUTES:

Upon the motion of Mr. Woods, seconded by Mr. Carr, the Board unanimously approved the minutes of the February 22, 2021 meeting.

PUBLIC INQUIRIES:

There were no public inquiries.

PROJECT CLOSE OUT:

There were no project closeouts.

AGREEMENTS, BIDS AND MISCELLANEOUS:

A. The Business Manager presented the following Relinquishment and Extinguishment of Connection Agreement and Temporary Access and Construction Agreement for execution:

- a. 324 EASTON RD – KEVIN BUI & HELEN NGUYEN
- b. 132 EASTON RD – VADIM POKUSOV

Upon the motion of Mr. Trotter, seconded by Mr. Carr, the Board authorized execution of the Agreements.

B. The Business Manager requested execution of certain Connection Agreement and Temporary Access Easements related to the MIRIA connections as follows:

- a. 713 CEDAR HILL RD – DENNIS & KATRINA NORTON
- b. 228 DORA AVE – THOMAS BURLEIGH JR
- c. 214 FAIRWAY RD – DAGMARA OFFNER
- d. 505 SHERWOOD LN – ROBERT & ELIZABETH MATHEWSON
- e. 1140 MCKEAN RD – EDWARD & BERNADETTE MORRIS
- f. 626 NORRISTOWN RD – MINHEE & YOUNGJAE WON
- g. 537 NORRISTOWN RD – CHRISTOPHER O'DONNELL
- h. 909 TENNIS AVE – RYAN & ANDREW ANSEL
- i. 28 PARK RD – MICHAEL RAZZI
- j. 316 WITMER RD – MARIE CHERRY
- k. 507 SHERWOOD LN – GERTRUDE NELSON
- l. 329 SUMMER AVE – ADEL KHAMIDULLIN & RALINA BAKIROVA
- m. 525 SHERWOOD LN- STEPHEN & AMBER LLOYD

Upon the motion of Mr. Woods, seconded by Mr. Trotter, the Board unanimously authorized execution of the Agreements.

C. The Business Manager requested execution of certain Access Agreement and Temporary Construction Easements related to Navy connections as follows:

- a. 435 MYRTLE AVE – WILMER & PATRICIA WILEY
- b. 417 AVE C – KEITH & ENADIA ELVIDGE
- c. 315 EDGEWOOD AVE – NICHOLAS SCURRIA
- d. 319 HORSHAM RD – NELSON LERCH
- e. 315 WILLOWBROOK RD – WANDA SCHWARTZ
- f. 504 PROSPECT AVE – GAIL GORDON
- g. 318 EDGEWOOD AVE – STEVEN & MARY PALLIS
- h. 422 WALNUT AVE – CHRISTOPHER & RITA URBANEK
- i. 507 PROSPECT AVE – DIANE MUSSELMAN
- j. 440 PROSPECT AVE – SAM BRACCIA
- k. 441 PROSPECT AVE – MARIE PREGLER
- l. 413 AVE D – CHRISTA RYDER-TRIMBLE

- m. 510 PRIVET RD – EDWARD & DIANE SMITH
- n. 320 WILLOWBROOK RD – GUY & WENDY KUPA
- o. 959 DAVIS GROVE RD – THOMAS & LESLIE BROWN
- p. 957 DAVIS GROVE RD – DANIEL BELUCH
- q. 432 WALNUT AVE – WILLIAM & BEVERLY FERRIS
- r. 313 EVERGREEN RD – WILLIAM & OLIVIA HOFFMAN
- s. 424 WALNUT AVE – EDWARD & RUTHANNE DUMER
- t. 403 AVENUE C- ARTHUR QUINN

Upon the motion of Mr. Woods, seconded by Mr. Trotter, the Board unanimously authorized execution of the Agreements.

D. The Business Manager presented a letter agreement for the Maple Avenue Tank work with New Cingular Wireless PCS, LLC for execution. Upon the motion of Mr. Trotter, seconded by Mr. Woods, the Board unanimously authorized execution of the letter agreement.

E. The Operations Manager requested an expense in the amount of \$4,850 for the purchase of a digital acoustic water leak locator. The equipment will help the Authority identify leaks in the system. Upon the motion of Mr. Woods, seconded by Mr. Carr, the Board unanimously authorized the expense.

F. The Operations Manager requested an expense in the amount of \$7,250 for the acquisition of parts to rebuild a spare channel monster. Upon the motion of Mr. Woods, seconded by Mr. Carr, the Board unanimously authorized the expense.

CHANGE ORDERS:

The Engineer presented Change Order 1 to Contract 20-8, sanitary sewer repair and rehabilitation, in the amount of \$54,679. Upon the motion of Mr. Trotter, seconded by Mr. Carr, the Board authorized execution of Change Order 1 to Contract 20-8.

ENGINEER'S REPORT:

A. The Engineer noted that the Area A flows have been transferred. There are punch list items and other actions still to complete, including the demolition of the pump station.

B. The Engineer noted that the Herman Road tank painting is complete. There are still some punch list items remaining to close out the project.

C. The Engineer noted that the Clearbrook water main replacement has been completed. There is still some restoration work that needs to be completed before the project can be closed out.

SOLICITOR'S REPORT:

The Solicitor provided an update on the response received from the Air National Guard regarding the Authority's wastewater discharge permit and the proposed changes to the interconnection agreement. Staff will discuss and provide the Board with an update at the following meeting.

BUSINESS MANAGER'S REPORT:

- A. The Business Manager provided the following updates related to PFAS matters:
- 1). 37 Navy offers of connection to properties below the 70 ppt HAL have been issued. 3 properties have already been connected and 19 others have accepted the offer of connection. The Business Manager requested that the Navy issue 6 additional connection offers.
  - 2). The Authority received \$985,338 from MIRIA for the commercial surcharged refunds that have already been paid. All refunds have now been issued though there are several former property owners who paid the surcharge that the Authority is trying to locate.
  - 3). The Business Manager has submitted requests for reimbursement to MIRIA for 2020 surcharge related O&M expenses in the amount of approximately \$336,000 and for the Area A dewatering costs paid in 2020 in the amount of approximately \$286,000.
  - 4). Bids will be received on March 18<sup>th</sup> for the Well 26 driveway.
  - 5). The Business Manager and Engineer will be attending the April 14<sup>th</sup> Council meeting to discuss the easements needed for Wells 21 and 26.
  - 6). The Business Manager noted that the Authority is shopping for a new PLL policy, but to date, its broker has found no acceptable policies.
- B. The Business Manager noted that the bids for the Maple Tank repair and painting will be received on April 15<sup>th</sup>.
- C. The Business Manager noted that the 2020 audit began on March 8<sup>th</sup>.
- D. The Business Manager noted that the Moreland Avenue surveys have been issued and a conservative opinion of probably cost has been issued by the Engineer.
- E. The Business Manager provided an update on the year to date expenditures and revenues and noted that both were doing well. Revenues are on pace to meet estimates and the expenses are currently below the budgeted amounts.

OPERATIONS MANAGER'S REPORT:

- A. The Operations Manager noted that due to snow melt, there were back to back days where the plant observed roughly 2.4MGD. There were no issues handling the flow.

B. The Operations Manager provided an update on the roof replacement for the UV building and one of the pump station roofs.

CUSTOMER SERVICE MANAGER'S REPORT:

The Customer Service Manager had no formal report.

DIRECTOR OF COMPLIANCE AND REGULATORY AFFAIRS' REPORT:

A. The Director of Compliance and Regulatory Affairs noted that the EPA has formally agreed to adopt a PFAS drinking water standard. The EPA has two years to finalize and propose the standard.

B. The Director of Compliance and Regulatory Affairs noted that the UCMR 5 has been issued and contains various PFAS compounds to be sampled for going forward.

C. The Director of Compliance and Regulatory Affairs provided an update on total coliform and one of the Authority's testing sites.

SANITARY SEWER REQUESTS:

There were no sanitary sewer requests.

BILLS AND REQUISITIONS:

Upon the motion of Mr. Carr, seconded by Mr. Woods, the Board unanimously approved the payment of all bills and requisitions as presented.

EXECUTIVE SESSION:

There was no executive session.

NEW BUSINESS:

Mr. Carr questioned when the Authority thought it would be prudent to return to live meetings. Mr. Kluska noted that maybe all meetings would not have to be live going forward and perhaps a hybrid approach could work. After discussion, the Board noted that live meetings should be pursued in accordance with the status of the vaccine distribution and that it would be revisited again in the future.

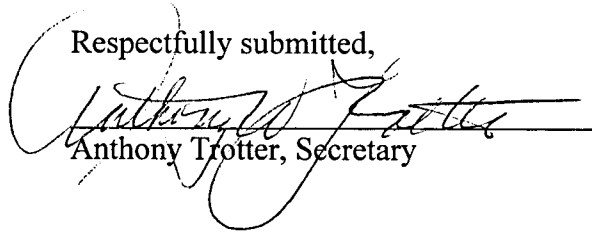
OLD BUSINESS:

There was no old business.

ADJOURNMENT:

Upon the motion of Mr. Woods, seconded by Mr. Trotter, the Board unanimously voted to adjourn at 8:23 PM

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Anthony Trotter", is written over a horizontal line. The signature is fluid and somewhat stylized, with a large initial 'A'.

Anthony Trotter, Secretary