

**UPPER MERION MUNICIPAL UTILITY AUTHORITY
(UMMUA)
October 18, 2016**

The members of the Upper Merion Municipal Utility Authority assembled for the regularly scheduled meeting on Tuesday, October 18, 2016 at Upper Merion Township, 175 West Valley Forge Road, King of Prussia, PA. The meeting convened at 7:00 p.m.

PLEDGE OF ALLEGIANCE

ATTENDANCE

Gian Singla, Vice-Chairman
Diane Reilly, Secretary
James Ruddy, Treasurer
Steve Hann, Solicitor, Hamburg, Rubin, Mullin, Maxwell & Lupin, PC
Fred Ciottoni, P.E., Consulting Engineer, S C Engineers, Inc.
Greg Philips, Supervisors' Liaison
David G. Kraynik, Executive Secretary
Edward J. O'Brien, Jr., Director of Public Works
Nicholas Hiriak, Director of Finance

ABSENT

Ed Venezia, Chairman
Ed Campbell, Assistant Secretary/Assistant Treasurer

MEETING MINUTES APPROVAL

On a motion by Mr. Ruddy, seconded by Ms. Reilly, with all voting "aye" the meeting minutes of Tuesday, September 20, 2016; October 4, 2016; and October 11, 2016 were approved as presented. None opposed.

EXECUTIVE SECRETARY'S REPORT

COMPREHENSIVE PLAN STEERING COMMITTEE (CPSC)

Mr. Kraynik reminded the Authority that they still need to select a member to serve on the CPSC.

On a motion by Ms. Reilly, seconded by Mr. Singla, with all voting "aye", Mr. Ruddy was chosen to serve as the UMMUA's representative on the CPSC.

Citizen's Board Appreciation Luncheon (CBAL)

Mr. Kraynik reminded all the Board members of the upcoming CBAL, on Sunday, November 6th, 12 noon, at Maggiano's. He expressed the Township's hope that all will be able to attend.

SOLICITOR'S REPORT

NAME CHANGE FOR THE UMMUA

Mr. Hann indicated that we will be advertising the ordinance dealing with the name change of the Authority. It is planned that this will be advertised next month. Once the documentation submitted to the state is approved and returned the name change will be final.

ENGINEER'S REPORT

MR. CIOTONNI STATED THAT HE HAD NOTHING NEW TO REPORT AND WAS LOOKING FORWARD TO THE DISCUSSION ON THE SELECTION OF THE STORMWATER CONSULTANT LATER IN THE MEETING.

MR. PHILLIPS MADE MENTION OF AN INVOICE RELATIVE TO THE ABRAMS FORCE MAIN RELOCATION TO ACCOMMODATE THE BRIDGEVIEW DEVELOPMENT IN BRIDGEPORT. MR. CIOTONNI GAVE A BRIEF OVERVIEW OF THE PROJECT AND ADDRESSED THE ONGOING DISCUSSIONS WITH THE DEVELOPER'S PROFESSIONALS AND BRIEF HISTORY OF HIS AND STAFF'S REVIEW OF THE PLANS.

DIRECTOR OF PUBLIC WORKS

MATSONFORD PUMPING STATION RENOVATION PROJECT

The electrical issues mentioned in previous reports have been resolved. The project is now entering the "punch list" phase.

FINANCIAL REPORT

The Monthly Financial Report for September 30, 2016 was presented. Mr. Hiriak discussed the overall contents of the report with the Authority. Mr. Hiriak also mentioned that the Authority would receive a draft 2017 Budget for review at the November meeting.

REQUISITION'S AWAITING APPROVAL (October 2016)

**UPPER MERION MUNICIPAL UTILITY AUTHORITY
REQUISITIONS
October 18, 2016**

PAYEE	AMOUNT	INVOICE NO	DESCRIPTION
21st CENTURY MEDIA - PHILLY CLUSTER	\$97.84	AD# 1132283	Legal Ad: UMMUA Special Meetings (10/4 & 10/11 2016) <i>Discuss Comprehensive Stormwater Management Study Proposals</i>
BLOOMING GLEN CONTRACTORS, INC.	\$112,493.25	Pay Request No. 5	Matsonford PS Improvements Pay Request No. 5 for Job No. CU-081A
TOTAL:	<u>\$112,591.09</u>		

On a motion by Ms. Reilly, seconded by Mr. Ruddy, with all voting "aye", the October 18, 2016 Requisitions in the amount of **\$112,591.09** were approved. None opposed.

ADDITIONAL BUSINESS**a. Professional Services Agreement (PSA) – Matsunk Screenings Building Replacement Project**

Mr. O'Brien reminded the Authority Members that when the Matsonford Pumping Station Renovation Project was completed the Authority had agreed to move on to the second ranked Capital Project for 2016. Mr. O'Brien gave a brief history of the Matsunk Screenings Building Replacement Project. He mentioned that preliminary engineering had been done approximately six years ago. The project was shelved shortly after the design was completed due to lack of available funding. The PSA offered for approval is for our present engineer to

review and update the design; prepare the bidding documents; and provide construction management and inspection services throughout the project. Mr. Kraynik asked if we had a cost estimate for the project. Mr. O'Brien stated the present estimate is \$450,000.00. Mr. O'Brien asked the Authority for their approval of the ARRO PSA in the amount of \$37,395.00.

On a motion by Mr. Ruddy, seconded by Mr. Singla, with all voting "aye", the UMMUA approved the ARRO PSA for the Matsunk Screenings Building Replacement Project in the amount of \$37,395.00.

b. Stormwater Program Consultant Selection Status

Mr. Kraynik opened the discussion by asking the Authority Members if they had determined how they wanted to proceed with the selection process. Ms. Reilly suggested that since two members of the Authority were not in attendance at tonight's meeting, and given the importance of making a consensus selection for the stormwater program consulting services, the selection would be tabled until next month's meeting. Mr. Ruddy spoke about some significant differences in the cost proposals submitted and his recommendation on how the selection process should proceed. Ms. Reilly mentioned how she had reviewed and compared details surrounding the top two selections task activities and she offered insights into her review processes. Mr. Singla then asked about additional information that two of the interviewees had promised to submit. Mr. Kraynik confirmed that this information was received and had been emailed to the Authority Members prior to this meeting. Mr. Kraynik stated he would re-send the information if someone had not received it. Ms. Reilly suggested that the Authority eliminate from consideration the firm with the highest cost proposal and focus on the two remaining firms and select one of those firms as their stormwater program development consultant. Mr. Singla agreed that it would be a good idea to table the matter until next month's meeting. Mr. Hann cautioned the members not to deliberate with each other via email on this matter as it could be considered a violation of the Sunshine Act. Mr. Hann advised the Members that they have followed a "process" to narrow their selections to three. If they choose to review the two other firms that were not interviewed but had competitive cost proposals, Mr. Hann recommended that the Authority start the entire selection process all over again from the beginning. Mr. Phillips and Mr. Kraynik also weighed in on the consultant selection "process" undertaken by the Authority and echoed Mr. Hann's recommendation.

Action Taken - After concluding the above discussion the Authority decided to table the matter until the November Business Meeting.

ADJOURNMENT

There being no further business to come before the Authority, the meeting was adjourned.

**DAVID G. KRAYNIK
EXECUTIVE SECRETARY**