

Attachment A

EAST NORRITON-PLYMOUTH-WHITPAIN
JOINT SEWER AUTHORITY
Minutes from Meeting held February 8, 2012

The regular monthly meeting of the East Norriton-Plymouth-Whitpain Joint Sewer Authority was called to order at 5:00 p.m. on Wednesday, February 8, 2012 at the Ross Street Treatment Plant in Plymouth Meeting, Pennsylvania. The following Board members were in attendance: Messrs. Roman Pronczak, Don Delamater, Harris Dainoff, James Staples, Lew McQuirns, Anthony Greco, Ed Slanker, and Mike McBrien. Also in attendance were Mr. Jay Jackson, from ARRO Consulting, Mr. Timothy Boyd, Executive Director from the Authority, and the Authority's Solicitor, Mr. James Hollinger.

A motion was made by Mr. Greco, seconded by Mr. Slanker, and unanimously passed to approve the minutes of the regular monthly meeting of January 11, 2011.

Mr. Jackson reviewed the Engineer's Report as included in the board packet (see Attachment B). Mr. Jackson informed the board that ARRO completed plans for the Laboratory Relocation project. On February 1, 2012, the project was advertised and displayed on the PennBid website. A pre-Bid meeting at the WWTP has been set for 10:00 a.m. on Tuesday, February 14, 2012. Bids are due by 2:00 p.m., March 6, 2012.

Mr. Jackson stated, ARRO and the Executive Director received a \$6,094.17 quote to supply and install in Fairfield Road interceptor manhole No. 20 the manufactured inside-drop-bowl unit. The Executive Director is evaluating the drop alternatives.

ARRO has started preparing the 2011 Chapter 94 Report. Questionnaires were sent out to the contributing municipalities. Metered flow and rainfall data has been received from the WWTP.

Mr. Boyd presented the financial statements for the Authority (see Attachment C). At 16% of the year, the Authority has spent 10% of the budget. He stated that the bank accounts have been reconciled to the end of January 2012.

Cash received for outside sludge for the month of January was \$31,391.65.

Mr. Boyd next informed the Board that Maillie Falconiero, Authority Auditor, started the annual financial audit on January 25th.

Mr. Boyd informed the Board that there are no personnel issues this month.

Mr. Boyd informed the Board that Statement of Financial Interests forms for the prior year are required by May 1, 2012.

Mr. Boyd informed the Board that Laboratory Relocation Project was advertised for bids on February 1st, with an opening date of March 6th. An award recommendation is planned for the March board meeting.

Mr. Boyd informed the Board that the final invoice for the Heat Exchanger Replacement Project is included on this month's agenda for approval. This will closeout the project.

Mr. Boyd informed the Board that we received the RK&K Preliminary Design Report for the Treatment Plant Expansion Project. Staff is reviewing the report.

Mr. Boyd informed the Board that he spoke with DEP regarding the air quality fines. A Consent Agreement of Civil penalty was executed and the \$15,445.31 penalty was paid.

Mr. Boyd informed the Board that Resolution 2012-02 is included on the agenda for approval to authorize the disposal of 2003 financial records, including Accounts Receivable, Accounts Payable, Bank Statements, and Payroll Records.

Mr. Boyd informed the Board that a separate memo outlining sludge incineration costs for 2011 was included in the Board Packet. Based on the analysis, incineration is still financially the best sludge disposal method.

Mr. Boyd informed the Board that PMAA is conducting their Annual Board Member Training Session. Any Board members interested in attending please respond by February 18th.

Mr. Boyd reminded the Board that an appreciation dinner for Mr. Keith Tornetta is being held tonight after the board meeting.

Mr. Hollinger informed the Board that he received and responded to a letter sent from the Authority's Auditor, Maillie Falconiero & Company.

Mr. Hollinger informed the Board that he prepared a letter to Mr. Jim Lovell, the Pre Treatment Coordinator for EPA. The letter presents the JSA opinion that the member Townships are not required to separately adopt changes to the Authority's MIPP regulation.

A motion was made by Mr. McQuirns, seconded by Mr. Greco, and unanimously passed to approve the January bills for \$39,156.02, ratify payment of payrolls for \$105,388.87, ratify checks #1900 \$11,254.00, #19008 \$6,041.93, #19009 \$1,725.00, #19015 \$15,445.31, and ratify P-Card payment of \$7,445.02, for a payables of \$186,465.15.

A motion was made by Mr. Staples, seconded by Mr. Greco, and unanimously passed to approve payment of Capital Requisitions AU420 through AU423 in the amount of \$36,015.87.

A motion was made by Mr. Staples, seconded by Mr. Greco, and unanimously passed to approve payment of Sewer Revenue Bond Series 2005 Capital Improvement Requisition 0212-2005S in the amount of \$3,462.98.

The Board reviewed the Superintendent's O&M Report.

The Board reviewed the Flow Connection Report.

A motion was made by Mr. McBrien, seconded by Mr. McQuirns, and unanimously passed to approve Resolution 2012-02.

A motion was made by Mr. McBrien, seconded by Mr. Staples, and unanimously passed to adjourn the meeting at 5:11 pm.

Respectfully prepared by,

Submitted for approval by,

Timothy A. Boyd
Executive Director

Mr. Frederick W. McBrien, III
Secretary