

Attachment A

EAST NORRITON-PLYMOUTH-WHITPAIN  
JOINT SEWER AUTHORITY  
Minutes from Meeting held January 11, 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, January 11, 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 Isett, and Mike McBrien. Also in attendance were Mr. Matt Brown, from ARRO Consulting, Mr. Timothy Boyd, Executive Director from the Authority, and the Authority's Solicitor, Mr. James Hollinger.

Mr. Pronczak turned the meeting over to the Authority Solicitor, Mr. Hollinger, to serve as temporary Chairman to conduct the appointment of the Authority Officers.

A motion was made by Mr. Staples, seconded by Mr. McBrien, and unanimously passed to accept the slate of appointments as follows:

Chairman	Roman Pronczak
1 <sup>st</sup> Vice Chairman	Edgar Slanker
2 <sup>nd</sup> Vice Chairman	Lewis McQuirns
Treasurer	Anthony Greco
Asst. Treasurer	Donald Delamater
Alt Asst. Treasurer	Harris Dainoff
Secretary	Frederick McBrien, III
Asst. Secretary	James Staples
Alt Asst. Secretary	Ed Isett

A motion was made by Mr. McBrien, seconded by Mr. Greco, and unanimously passed to accept the committee assignments are as follows:

Operating Budget: Edgar Slanker, Anthony Greco, Lewis McQuirns  
Personnel: Mike McBrien, Ed Isett, Don Delamater  
Capital: Roman Pronczak, James Staples, Harris Dainoff

The Solicitor turned the meeting over to Mr. Pronczak.

A motion was made by Mr. McQuirns, seconded by Mr. McBrien and unanimously passed to appoint ARRO Consulting as the Authority's Consulting Engineer.

A motion was made by Mr. McBrien, seconded by Mr. Greco and unanimously passed to appoint James Hollinger as the Authority's Solicitor.

A motion was made by Mr. Staples, seconded by Mr. Greco, and unanimously passed to approve the minutes of the regular monthly meeting of December 14, 2011.

Mr. Brown reviewed the Engineer's Report as included in the package (see Attachment B). Mr. Brown informed the Board that the Laboratory Relocation Project specifications were revised to four (4) contracts, and were revised for bidding under PennBid at the request of the Executive Director. Revised specifications are being reviewed by ARRO.

ARRO evaluated three options for the proposed Fairfield Road Interceptor manhole drop. A manufactured Vortex Flow Insert was deemed too expensive. A manufactured Inside Drop Bowl could work according to the manufacturer's distributor and ARRO is waiting for a cost estimate for the unit. ARRO submitted sketches to the Executive Director for an aluminum lattice-type bar screen design.

ARRO prepared the budget report and consulting engineer's certificate, based on the Authority's 2012 Operating Budget, and submitted them to U.S. Bank Corporate Trust Services.

Mr. Hollinger informed the Board that he received a response from AT&T regarding the revised proposed Facility Easement Agreement. AT&T accepted some of the JSA proposed changes. A concern to the JSA is accepting potential liabilities that far exceed the value of the agreement. Mr. Hollinger is revising the agreement and will advise the Board of AT&T's response.

Mr. Hollinger updated the Board on preparing a legal opinion for the MIPP Program. He received information from the EPA regarding acceptable wording and will move forward with drafting a JSA opinion letter.

Mr. Boyd presented the financial statements for the Authority (see Attachment C). At 8% of the year, the Authority has spent 5% of the budget. He stated that the bank accounts have been reconciled to the end of December 2011.

Mr. Boyd informed the Board that a revised December 2011 Bill List is included on the agenda for approval. At 100% of the year the Authority expended 89% of the budget.

Cash received for outside sludge for the month of December was \$16,964.02. The total sludge receipts for 2011 were \$285,266.75. The 2011 budget was for \$200,000.00.

Mr. Boyd next informed the Board that Maillie Falconiero, Authority Auditor, is scheduled to start the annual financial audit on January 25<sup>th</sup>. Maillie Falconiero sent four randomly selected Board Members a questionnaire regarding fraud, waste, and abuse. Mr. Boyd asked that the questionnaires be returned by January 20<sup>th</sup>.

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

Mr. Boyd informed the Board that the Heat Exchanger Replacement Project is complete. The JSA is waiting for a final invoice to close the project out.

Mr. Boyd informed the Board that the staff met with RK&K to review the preliminary design data for the Plant Expansion Project. The preliminary plans should be developed by late February.

Mr. Boyd informed the Board that staff met with our SCADA consultant to review updates to the system, including an upgrade to the plant surveillance cameras.

Mr. Boyd informed the Board that the JSA was notified by PADEP that the incinerator emissions exceeded permit limits in five of the last six quarters. This was based on a review of past reports submitted via the new CEMS online system. This was during the period prior to the defective

afterburner replacement. The JSA received the penalty letter today. The DEP is assessing a penalty of \$15,445.31. We will work with Steve Hann to resolve the issue.

Mr. Boyd distributed a list of 2012 Meeting Dates. The dates do not conflict with any holidays.

Mr. Boyd distributed the 2011 JSA Goals End of Year Update memo and 2012 JSA goals memo.

Mr. Pronczak requested that the Board that Supervisors from Whitpain Township take a tour of the plant following the May 9th board meeting. The Executive Director will arrange the tour and invite any representatives for East Norriton and Plymouth that might be interested.

A motion was made by Mr. McQuirns, seconded by Mr. Isett, and unanimously passed to approve the revised December bills for \$146,327.15, ratify payment of payrolls for \$204,242.79, ratify checks #18899 \$5,378.71, #18900 \$100.00, #18901 \$4,264.44, and ratify P-Card payment of \$68,007.94, for a payables of \$428,321.03.

A motion was made by Mr. McBrien, seconded by Mr. Greco, and unanimously passed to approve January bills for \$103,244.48, ratify payment of payrolls for \$71,941.74 for a total payables of \$175,186.22.

A motion was made by Mr. Staples, seconded by Mr. Greco, and unanimously passed to approve payment of Capital Requisitions AU419 for \$3,092.76.

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

A motion was made by Mr. Staples, seconded by Mr. McBrien, and unanimously passed to approve Resolution 2012-01 recognizing Mr. Keith Tornetta for 10 years of service to the JSA.

Mr. Brown informed the Board that ARRO will be sending the Townships Letters regarding the Chapter 94 Report. The report is due to DEP by March 31, 2012.

The Board reviewed the Flow Connection Report.

A motion was made by Mr. Delamater, seconded by Mr. McBrien, and unanimously passed to adjourn the meeting at 5:40 pm.

Respectfully prepared by,

Submitted for approval by,

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Timothy A. Boyd  
Executive Director

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Mr. Frederick W. McBrien, III  
Secretary