

Attachment A

EAST NORRITON-PLYMOUTH-WHITPAIN
JOINT SEWER AUTHORITY
Minutes from Meeting held November 13, 2013

The regular monthly meeting of the East Norriton-Plymouth-Whitpain Joint Sewer Authority was called to order at 5:00 p.m. on Wednesday, November 13, 2013 at the Ross Street Treatment Plant in Plymouth Meeting, Pennsylvania. The following Board members were in attendance: Messrs. Don Delamater, James Staples, Lew McQuirns, Mike McBrien, and Mike Estock. Also in attendance were Mr. Jay Jackson, from ARRO Consulting, Mr. Tim Boyd, Executive Director from the Authority, and the Authority's Solicitor, Mr. James Hollinger.

A motion was made by Mr. McBrien, seconded by Mr. Delamater, and unanimously passed to approve the minutes of the regular monthly meeting of October 9, 2013.

Mr. Jackson reviewed the Engineer's Report as included in the board packet (see Attachment B). Mr. Jackson reviewed the draft a draft tapping fee calculation summary based on the estimated expenses for the proposed 8.7 MGD expansion. At the request of the Executive Director, Arro reviewed and commented on the Lafayette Street project memorandum, Pipe Penetration of Reinforced Earth Wall. Also at the request of the Executive Director, Arro reviewed the Lafayette Street change of location request for manhole MH1A to accommodate a gravity bypass. Arro prepared and sent a response letter to McCormick Taylor on November 6th.

Mr. Hollinger informed the Board that a request from Keystone Advertising regarding electric supply to their billboard on then SEPTA property was moot because they found an alternative supply.

Mr. Boyd reviewed the financial statements for the Authority (see Attachment C). At 92% of the year, the Authority has spent 76% of the budget. He stated that the bank accounts have been reconciled to the end of October 2013.

Cash received for outside sludge for the month of October was \$22,202.60.

Mr. Boyd informed the Board that the JSA received a P-Card rebate check of \$1,666.84 for the period of September 2012 to September 2013.

Mr. Boyd informed the Board that a tentative AFSCME contract agreement was reached at the October 17th meeting and the contract changes are on the agenda for approval.

Mr. Boyd informed the Board that the Personnel Committee met on November 12th to discuss Non-Union salary adjustments. Action on this item will be deferred to the December meeting.

Mr. Boyd informed the Board that the new laboratory technician started on October 15th.

Mr. Boyd informed the Board that there was one personnel matter to be discussed in Executive Session that did not require Board action.

Mr. Boyd requested permission to purchase holiday gift cards for JSA employees. A motion was made by Mr. McBrien, seconded by Mr. Delamater, and unanimously passed to approve the purchase of \$75.00 holiday gift cards for JSA employees.

Mr. Boyd updated the Board on the Plant Expansion Project. Staff is planning to meet with the designers to review final changes.

Mr. Boyd informed the Board the JSA is using a computer backup service offered by DVIT.

Mr. Boyd informed the Board he attended a DVHIT seminar on the impacts of the Affordable Care Act.

Mr. Boyd informed the Board the electric service relocation for the Lafayette Street Project has been completed.

Mr. Boyd informed the Board that the 2012 Sawmill Run Pump Station overflow and Solid Waste Permit violations have been resolved. JSA is waiting for the final consent decree for approval from DEP.

A motion was made by Mr. Delamater, seconded by Mr. Staples, and unanimously passed to approve the November bills for \$78,793.53, ratify payment of payrolls for \$146,221.42, ratify check # 19934 for \$33.13, # 19935 for \$8,800.26, # 19936 for \$3,393.49, #19942 for \$700.00, and ratify P-Card payment of \$32,066.52, for total payables of \$270,008.35.

A motion was made by Mr. McBrien, seconded by Mr. Staples, and unanimously passed to approve the Sewer Revenue Bond Series Requisition 0226-2005S.

A motion was made by Mr. McBrien, seconded by Mr. Delamater, and unanimously passed to approve the changes to the proposed AFSCME contract as presented.

A motion was made by Mr. McBrien, seconded by Mr. Delamater, and unanimously passed to approve changing the Non-Union Personnel Policy on bereavement to match the 2014 AFSCME contract.


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

A motion was made by Mr. McBrien, seconded by Mr. Staples, and unanimously passed to adjourn the meeting at 5:18 pm.

The Board met in Executive Session to discuss a personnel matter. No Action required.

Respectfully prepared by,

Submitted for approval by,



Timothy A. Boyd
Executive Director

Mr. Frederick W. McBrien, III
Secretary