

Attachment A

EAST NORRITON-PLYMOUTH-WHITPAIN
JOINT SEWER AUTHORITY
Minutes from Meeting held January 9, 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, January 9, 2013 at the Ross Street Treatment Plant in Plymouth Meeting, Pennsylvania. The following Board members were in attendance: Messrs. Roman Pronczak, Don Delamater, Harris Dainoff, Anthony Greco, James Staples, Lew McQuirns, Ed Isett, Mike Estock, 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.

Mike Wolf, Boenning Scattergood, presented the Board with finance options related to the Plant Expansion Project.

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 st Vice Chairman	Lewis McQuirns
2 nd Vice Chairman	Mike Estock
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

The Solicitor turned the meeting over to Mr. Pronczak.

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

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

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

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

A motion was made by Mr. Greco, seconded by Mr. Isett, and unanimously passed to approve the minutes of the regular monthly meeting of December 12, 2012. Mr. Staples abstained.

Mr. Brown reviewed the Engineer's Report as included in the package (see Attachment B). Mr. Brown informed the Board the Laboratory Relocation project is complete. ARRO prepared record drawings based on the as-built drawings submitted by each contractor and sent a set of record drawings and the drawing electronic files to the Executive Director. ARRO prepared and transmitted to U.S. Bank Corporate Trust Services the 2013 Budget report with Consulting Engineer's Certificate concerning adequacy of rates.

ARRO attended a meeting with the Executive Director regarding preparation of a response to PADEP comments to the Authority's 2011 Chapter 94 report. ARRO prepared a draft response letter to PADEP for the Executive Director to review, complete and submit to PADEP.

Mr. Hollinger informed the Board that he received and responded to the annual request from the auditor.

Mr. Boyd presented the financial statements for the Authority (see Attachment C). At 8% of the year, the Authority has spent 3% of the budget. He stated that the bank accounts have been reconciled to the end of December 2012.

Cash received for outside sludge for the month of December was \$19,961.40. The total sludge receipts for 2012 were \$311,668.44. The 2012 budget was for \$250,000.00.

Mr. Boyd next informed the Board that Maillie Falconiero, Authority Auditor, is scheduled to start the annual financial audit on January 31st. Maillie Falconiero will randomly select four Board Members to respond to a questionnaire regarding fraud, waste, and abuse.

Mr. Boyd informed the Board there were no personnel issues.

Mr. Boyd informed the Board that he attended Delaware Valley Insurance Trust annual meeting.

Mr. Boyd informed the Board there was a sewer overflow at Sawmill Pump Station on December 31st. The overflow was reported to PADEP and the area was cleaned up. JSA staff is working to determine the cause and any actions to prevent future occurrences. JSA is awaiting receipt of a Notice of Violation from DEP.

Mr. Boyd informed the Board he attended a seminar at the Delaware Valley Health Insurance Trust on how the Healthcare Reform Law will impact the plan.

A motion was made by Mr. Greco, seconded by Mr. Delamater, and unanimously passed to approve the revised December bills for \$107,856.98, ratify payment of payrolls for \$157,089.06, ratify check #97236 \$180.40, and ratify P-Card payment of \$31,078.67, for total revised payables of \$336,412.86.

A motion was made by Mr. Staples, seconded by Mr. McBrien, and unanimously passed to approve the January bills for \$48,005.81 and ratify payment of payrolls for \$54,660.08, for total payables of \$102,665.89.

A motion was made by Mr. Greco, seconded by Mr. McBrien, and unanimously passed to approve payment of Capital Requisitions AU471 and AU472 for \$4,041.33.

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 0218-2005S in the amount of \$77,665.98.

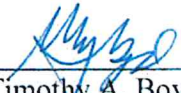
The Board reviewed the Superintendent's O&M Report.

The Board reviewed the Flow Connection Report.

A motion was made by Mr. McBrien, seconded by Mr. McQuirns, and unanimously passed to adjourn the meeting at 5:55 pm.

Respectfully prepared by,

Submitted for approval by,



Timothy A. Boyd
Executive Director

Mr. Frederick W. McBrien, III
Secretary