

Attachment A

EAST NORRITON-PLYMOUTH-WHITPAIN
JOINT SEWER AUTHORITY
Minutes from Meeting held January 13, 2016

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 13, 2016 at the Ross Street Treatment Plant in Plymouth Meeting, Pennsylvania. The following Board members were in attendance: Messrs. Roman Pronczak, Don Delamater, James Staples, Lew McQuirns, Tony Morrione, Marc Alfarano, Mike Estock, 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.

Mr. Pronczak turned the meeting over to the Authority Solicitor, Mr. Hollinger, to temporarily chair the meeting until the appointment of the Authority Officers.

A motion was made by Mr. Delamater, seconded by Mr. Staples, 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	Marc Alfarano
Secretary	Frederick McBrien, III
Asst. Secretary	James Staples
Alt Asst. Secretary	Tony Morrione

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, Tony Morrione, Don Delamater
Capital: Roman Pronczak, James Staples, Marc Alfarano

Mr. Pronczak noted Statements of Financial Interest for 2015 are due from all Board Members prior to May 1, 2016.

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

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

A motion was made by Mr. Delamater, seconded by Mr. McBrien, and unanimously passed to approve the minutes of the regular monthly meeting of December 14, 2015.

Mr. Jackson reviewed the Engineer's Report as included in the package (see Attachment B). Mr. Jackson informed the Board ARRO has started preparing the 2015 Chapter 94 Report.

Mr. Hollinger informed the Board that he had nothing to report.

Mr. Boyd presented the financial statements for the Authority (see Attachment C). At 8% of the year, the Authority has spent 1% of the operating budget. Bank accounts have been reconciled to the end of December 2015.

Cash received for outside sludge for the previous month was \$53,699.68.

Mr. Boyd informed the Board a revised December Bill List is on the agenda for approval. At 100% of the year, we expended 89% of the 2015 Operating Budget.

Mr. Boyd informed the Board the 2005 Bond Series was paid off on December 1, 2015.

Mr. Boyd informed the Board there was one personnel issue to be discussed in executive session that required no action by the Board.

Mr. Boyd updated the Board on the Plant Expansion Project. Construction on the project is proceeding on schedule. The pace of outdoor construction is slowing due to the weather.

Mr. Boyd informed the Board the Authority received a Notice of Violation (NOV) from DEP based on plant conditions during an August inspection. Steve Hann helped prepare a response. We are requesting that DEP rescind the NOV. The Authority also received a NOV from DEP for the Fecal Coliform Exceedances in June, July, and September and a reply was sent to DEP.

The Incinerator Stack Test was performed on December 15, 16 and 17, 2015. The Sulfur Dioxide readings exceeded the test limits during the test on the 17th. We are working with Stan Chilson to complete a satisfactory retest prior to the March 21, 2016 deadline. All other test parameters were within the required criteria.

A motion was made by Mr. McQuirns, seconded by Mr. Delamater, and unanimously passed to approve the revised December 2015 bills for \$174,285.42, ratify payment of payrolls for \$228,715.39, ratify check #21016 \$4,220.66, check # 21017 \$37.36, check # 21018 \$2,693.75, check # 21064 \$312.00, check # 21065 \$37.42, check # 21066 \$67.18, check # 21067 \$4,473.45, and ratify P-Card payment of \$31,541.28, for total revised payables of \$480,969.14 as shown on Attachment G.

A motion was made by Mr. McBrien, seconded by Mr. Staples, and unanimously passed to approve the January bills for \$45,114.79.

A motion was made by Mr. Staples, seconded by Mr. Alfarano, and unanimously passed to approve 2013 Sewer Revenue Bond Series Requisitions #041 through #046-2013S in the amount of \$1,156,081.31.

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

The Board reviewed the Flow Connection Report.

A motion was made by Mr. McQuirns, seconded by Mr. Staples, and unanimously passed to adjourn the meeting at 5:13 pm.

Respectfully prepared by,

Submitted for approval by,



Timothy A. Boyd
Executive Director

Mr. Frederick W. McBrien, III
Secretary