

Attachment A

EAST NORRITON-PLYMOUTH-WHITPAIN
JOINT SEWER AUTHORITY
Minutes from Meeting held January 11, 2017

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, 2017 at the Ross Street Treatment Plant in Plymouth Meeting, Pennsylvania. The following Board members were in attendance: Messrs. Roman Pronczak, Lew McQuirns, Marc Alfarano, Al Fazzini, and Mike Estock. 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 for the appointment of the Authority Officers.

A motion was made by Mr. McQuirns, seconded by Mr. Alfarano, 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	Marc Alfarano
Alt Asst. Treasurer	John Zurzola
Secretary	Frederick McBrien, III
Asst. Secretary	Al Fazzini
Alt Asst Secretary	Vacant (Plymouth Vacancy)

The Solicitor turned the meeting over to Mr. Pronczak.

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

Operating Budget: Mike Estock, Anthony Greco, Lewis McQuirns
Personnel: Mike McBrien, John Zurzola, Al Fazzini
Capital: Roman Pronczak, Marc Alfarano, (Plymouth Vacancy)

Mr. Pronczak noted Statements of Financial Interest for 2016 are due from all Board Members prior to May 1, 2017.

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

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

A motion was made by Mr. Alfarano, seconded by Mr. Fazzini and unanimously passed to approve the minutes of the regular monthly meeting of December 14, 2016.

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 2016 Chapter 94 Report. Questionnaires have been sent to each of the Townships with a return date of March 10th. ARRO transmitted the 2017 Budget report with Consulting Engineer's Certificate concerning adequacy of rates to U.S. Bank Corporate Trust Services.

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 2016.

Mr. Boyd informed the Board a revised December Bill List is on the agenda for approval. At 100% of the year, we expended 85% of the 2016 Operating Budget.

Mr. Boyd informed the Board the Auditors are scheduled to begin the audit on January 23, 2017.

Mr. Boyd informed the Board the BioMag startup process is underway and magnetite is being introduced into the system.

Mr. Boyd informed the Board DEP gave verbal approval of the second stage scrubber concept and GHD is preparing the bid documents.

Mr. Boyd informed the Board Staff is reviewing the flow distribution calculation methods to ensure the validity of the flow reporting.

Mr. Boyd informed the Board that PMAA is holding a Board Member Training on Wednesday, March 1st in Allentown. If you are interested in attending let him know.

A motion was made by Mr. Fazzini, seconded by Mr. McQuirns and unanimously passed to approve the revised December 2016 bills for \$201,783.98, ratify payment of payrolls for \$223,056.72, ratify check #21542 \$49.06, check # 21543 \$38.18, check # 21544 \$4,501.09, check # 21545 \$2,693.75, check # 21603 \$1,427.64, check # 21604 \$830.54, check # 21605 \$134.20, check #21606 \$6,850.27, check #21607 \$460.00, check #21608 \$50.77, and ratify P-Card payment of \$48,044.33 and \$44,423.49, for total revised payables of \$534,344.02 as shown on Attachment G.

A motion was made by Mr. Fazzini, seconded by Mr. McQuirns, and unanimously passed to approve the January bills for \$40,475.80.

A motion was made by Mr. Fazzini, seconded by Mr. McQuirns, and unanimously passed to approve 2013 Capital Improvements Requisitions #AU525 in the amount of \$2,242.53.

A motion was made by Mr. Fazzini, seconded by Mr. McQuirns, and unanimously passed to approve 2013 Sewer Revenue Bond Series Requisitions #092 and 093-2013S in the amount of \$137,314.00.


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. Alfarano, and unanimously passed to adjourn the meeting at 5:15 pm.

Respectfully prepared by,

Submitted for approval by,



Timothy A. Boyd
Executive Director

Mr. Al Fazzini
Assistant Secretary