

Attachment A

EAST NORRITON-PLYMOUTH-WHITPAIN
JOINT SEWER AUTHORITY
Minutes from Meeting held February 8, 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, February 8, 2017 at the Ross Street Treatment Plant in Plymouth Meeting, Pennsylvania. The following Board members were in attendance: Messrs. Roman Pronczak, Marc Alfarano, Mike McBrien, Anthony Greco, 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.

A motion was made by Mr. Fazzini, seconded by Mr. Alfarano and unanimously passed to approve the minutes of the regular monthly meeting of January 11, 2017. Mr. McBrien abstained.

Mr. Jackson reviewed the Engineer's Report as included in the package (see Attachment B). Mr. Jackson informed the 2016 Collection System Questionnaire was sent to the contributing townships. The townships are reminded to complete and return the Questionnaire to ARRO by March 10, 2017.

Mr. Hollinger informed the Board that they will be meeting with Mr. Boyd after the meeting to discuss several administration issues. The issues do not merit any action by the Board.

Mr. Boyd presented the financial statements for the Authority (see Attachment C). At 17% of the year, the Authority has spent 7% of the operating budget. Bank accounts have been reconciled to the end of January 2017.

Mr. Boyd informed the Board that no outside sludge was received for the month of January.

Mr. Boyd informed the Board the Auditor completed their review work for the annual audit. The audit will be complete once they receive information from PA Municipal Retirement System.

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

Mr. Boyd informed the Board the Bio Mag startup process is underway and magnetite is being introduced into the system. The system should be fully charged by February 15th. Performance testing will begin once the system is fully loaded.

Mr. Boyd informed the Board GHD is finalizing the bid documents for the Incinerator Scrubber Modification Project. The project should be ready for bidding in mid-February. JSA has not received an update from DEP and EPA regarding who is responsible for oversight on the program.

Mr. Boyd informed the Board Mr. McQuirms resigned from the Board effective January 24th due to his moving out of East Norriton Township.

Mr. Boyd informed the Board the end of year 2016 staff goals update and the 2017 staff goals memos are included in the board packet for review.

Mr. Boyd reminded the Board that Mr. Daly will be attending the March meeting in his absence.

A motion was made by Mr. McBrien, seconded by Mr. Fazzini and unanimously passed to approve the February 2017 bills for \$67,077.22, ratify payment of payrolls for \$135,711.77, ratify check #21645 \$25.00, check # 21646 \$38.26, check # 21647 \$52.28, check # 21648 \$4,480.66, check # 21649 \$5,855.14, and ratify P-Card payment of \$27,321.26, for total payables of \$240,561.59 as shown on Attachment D.

A motion was made by Mr. McBrien, seconded by Mr. Greco, and unanimously passed to approve 2017 Capital Improvements Requisitions #AU526 in the amount of \$3,223.31.

A motion was made by Mr. Greco, seconded by Mr. McBrien, and unanimously passed to approve 2013 Sewer Revenue Bond Series Requisitions #0942-2013S in the amount of \$3,372.81.


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. Fazzini, and unanimously passed to adjourn the meeting at 5:07 pm.

Respectfully prepared by,

Submitted for approval by,



Timothy A. Boyd
Executive Director

Mr. Mike McBrien
Secretary