

Attachment A

EAST NORRITON-PLYMOUTH-WHITPAIN
JOINT SEWER AUTHORITY
Minutes from Meeting held January 9, 2019

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, 2019 at the Ross Street Treatment Plant in Plymouth Meeting, Pennsylvania. The following Board members were in attendance: Messrs. Roman Pronczak, Anthony Greco, Mike McBrien, Kevin McDevitt, Keith Tornetta, James Staples and Al Fazzini. 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. McBrien, seconded by Mr. Staples, and unanimously passed to appoint Mr. Pronczak as Chairman.

The Solicitor turned the meeting over to Mr. Pronczak as Chairman.

A motion was made by Mr. McBrien, seconded by Mr. Staples, and unanimously passed to accept the slate of appointments as follows:

1 st Vice Chairman	Mike Estock
2 nd Vice Chairman	Kevin McDevitt
Treasurer	Anthony Greco
Asst. Treasurer	Keith Tornetta
Alt Asst. Treasurer	John Zurzola
Secretary	Frederick McBrien, III
Asst. Secretary	James Staples
Alt Asst. Secretary	Al Fazzini

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

Operating Budget: Mike Estock, Anthony Greco, Kevin McDevitt
Personnel: Mike McBrien, John Zurzola, Al Fazzini
Capital: Roman Pronczak, James Staples, Keith Tornetta

Mr. Pronczak informed the Board the Statement of Financial Interest for 2018 are due from all Board Members prior to May 1, 2019.

A motion was made by Mr. Staples, 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 to appoint Mr. James Hollinger as the Authority's Solicitor.

A motion was made by Mr. Staples, seconded by Mr. Greco and unanimously passed to approve the minutes of the regular monthly meeting of December 12, 2018.

Mr. Jackson reviewed the Engineer's Report as included in the package (see Attachment B). Mr. Jackson informed the Board there were no new or unresolved issues in the month of December. Mr. Jackson informed the Board ARRO has started preparing the 2017 Chapter 94 Report. Questionnaires will be sent to each of the Townships.

Mr. Hollinger informed the Board he received and responded to the annual request from the auditor. Mr. Hollinger informed the Board he is still waiting to hear from the Bond Council.

Mr. Boyd presented the financial statements for the Authority (see Attachment C). At 8% of the year the Authority has spent 3% of the operating budget. A revised December 2018 Bill List is on the agenda for approval. At 100% of the year, we expended 91% of the 2018 Operating Budget.

Mr. Boyd informed the Board all bank accounts have been reconciled to the end of December 2018.

Mr. Boyd informed the Board there are no sludge sales for the month of December.

Mr. Boyd informed the Board the Auditors are scheduled to begin the audit on January 15, 2019.

Mr. Boyd informed the Board there are no Personnel issues for the month.

Mr. Boyd updated the Board on the Sludge Disposal Conveyor Project. The project is complete, and the final invoice is on the agenda for approval.

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

A motion was made by Mr. Greco, seconded by Mr. Fazzini and unanimously passed to approve the revised December 2018 bills for \$138,111.60, ratify payment of payrolls for \$230,360.19, ratify check #22672 \$29.61, check # 22673 \$93.74, check # 22674 \$2,179.47, check # 22710 \$27.80, check # 22711 \$12,000.00, check # 22712 \$1,550.00, check # 22713 \$53.89, check #22714 \$3,412.55, check #22715 \$25.00 and ratify P-Card payment of \$56,569.64 and 59,694.46 for total revised payables of \$529,759.82 as shown on Attachment G (changes are shown in bold).

A motion was made by Mr. Fazzini, seconded by Mr. Greco, and unanimously passed to approve Capital Requisition #AU538 in the amount of \$5,008.61.

A motion was made by Mr. McBrien, seconded by Mr. Greco, and unanimously passed to approve 2013 Bond Requisition #127-2013S in the amount of \$40,764.49.

A motion was made by Mr. Tornetta, seconded by Mr. Greco, and unanimously passed to approve the January bills for \$117,311.70 as shown on Attachment D.


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 5:11 pm.

Respectfully prepared by,

Submitted for approval by,



Timothy A. Boyd
Executive Director

Mr. Mike McBrien
Secretary