

Attachment A

EAST NORRITON-PLYMOUTH-WHITPAIN
JOINT SEWER AUTHORITY
Minutes from Meeting held October 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, October 9, 2019 at the Ross Street Treatment Plant in Plymouth Meeting, Pennsylvania. The following Board members were in attendance: Messrs. Roman Pronczak, Keith Tornetta, Mike McBrien, Mike Estock, Jim Staples, Kevin McDevitt, Al Fazzini and Dave Mrochko. 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 a re-organization of the Authority Officers.

A motion was made by Mr. Staples, seconded by Mr. Fazzini and unanimously passed to appoint Mr. Tornetta as the Treasurer.

A motion was made by Mr. Staples, seconded by Mr. McBrien and unanimously passed to appoint Mr. Fazzini as the Assistant Treasurer.

A motion was made by Mr. McBrien, seconded by Mr. Fazzini and unanimously passed to appoint Mr. Mrochko as the Alternate Assistant Secretary.

Mr. Hollinger turned the meeting over to the Chairman, Mr. Pronczak.

A motion was made by Mr. McBrien, seconded by Mr. Fazzini and unanimously passed to appoint Mr. Mrochko to the Operating Budget Committee.

A motion was made by Mr. McDevitt, seconded by Mr. Fazzini and unanimously passed to approve the minutes of the regular monthly meeting of September 11, 2019. Mr. McBrien abstained.

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 to report during the month of September 2019.

Mr. Hollinger informed the Board the Executive Director contacted him regarding a request for electric contracting and billing information under the Right to Know Law. Mr. Hollinger informed the Director to comply with the request.

Mr. Boyd presented the financial statements for the Authority (see Attachment C). At 83% of the year the Authority has spent 72% of the operating budget.

Mr. Boyd informed the Board all bank accounts have been reconciled to the end of September 2019.

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

Mr. Boyd informed the Board the Capital Committee met after the September meeting to review the Draft 2020 Capital and Bond Budgets.

Mr. Boyd informed the Board the final 2020 Budgets are included on the Agenda for approval. A copy of revised Exhibit 2 and Exhibit 5 were distributed to the board. The flow data for July was revised and the August and September flow data was deleted due to a calibration issue with the East Norriton meter at Saw Mill Pump Station.

Mr. Boyd informed the Board the Laboratory Technician will be resigning his position effective November 4, 2019.

Mr. Boyd informed the Board the Personnel Committee will meet tonight after the meeting to discuss 2020 non-union salaries.

Mr. Boyd informed the Board he received an Engagement Letter from Steve Goldfield to serve as Special Council to represent the Authority in the sale of East Norriton's collection system.

A motion was made by Mr. Staples, seconded by Mr. McBrien, and unanimously passed to approve the hiring of Steve Goldfield as Special Council contingent on the concurrence of Bond Counsel, Mr. Tim Frey.

Mr. Boyd informed the Board DEP conducted an NPDES inspection on September 5th. No issues were found.

Mr. Boyd informed the Board Delaware Valley Property & Liability Insurance personnel conducted their annual assessment visit. No issues were noted.

Mr. Boyd informed the Board the annual Township Managers' meeting was held on September 26th.

Mr. Boyd informed the Board he spoke to the Capital Committee regarding adding a small annual township contribution to the Capital Budget. The Township Managers opposed the proposal for the 2020 Budget Year. The issue will be re-visited during the 2021 budget discussions.

Mr. Pronczak asked Mr. Boyd how the Authority is moving forward with replacing the Laboratory Technician. Mr. Boyd informed Mr. Pronczak the Authority ran an ad and is working to fill the position. Staff is reviewing temporary alternatives for the interim.

A motion was made by Mr. McBrien, seconded by Mr. Fazzini, and unanimously passed to approve the October 2019 bills for \$125,798.69, ratify payroll for \$118,543.19, ratify check #23161 \$159.95, #23162 \$65.09, #23163 \$655.77, #23164 \$4,178.63, #23165 \$125.34, #23166 \$33.19 and ratify P-Card payment of \$14,476.22 for a total of \$264,036.07 as shown on Attachment D.

A motion was made by Mr. Fazzini, seconded by Mr. Staples, and unanimously passed to approve Bond Requisition #140-2013S in the amount of \$53,128.38.

A motion was made by Mr. Fazzini, seconded by Mr. Tornetta, and unanimously passed to approve the 2020 Operating, Capital and Bond Budgets.

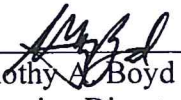
The Board reviewed the Superintendent's O&M Report.

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 5:21 pm.

Respectfully prepared by,

Submitted for approval by,



Timothy A. Boyd
Executive Director

Mr. Mike McBrien
Secretary