

Attachment A

EAST NORRITON-PLYMOUTH-WHITPAIN
JOINT SEWER AUTHORITY
Minutes from Meeting held September 9, 2020

The regular monthly meeting of the East Norriton-Plymouth-Whitpain Joint Sewer Authority was called to order at 5:00 p.m. on Wednesday, September 9, 2020 via a recorded video and audio conference call. The following Board Members were in attendance: Messrs. Kevin McDevitt, Mike Estock, James Staples, Keith Tornetta, Mike McBrien, Dave Mrochko, Bob Brunner and Joe Gavanus. Also in attendance were, Mr. Timothy Boyd, Executive Director from the Authority, the Authority's Solicitor, Ms. Lauren Gallagher, the Authority's Consulting Engineer, Mr. William Malin.

A motion was made by Mr. McBrien, seconded by Mr. Brunner, and unanimously passed to approve the minutes of the regular monthly meeting on August 12, 2020. Mr. Gavanus abstained.

Mr. Malin informed the Board he continues to work on plans and specifications for the Saw Mill Pump Station west side pump replacement.

Ms. Gallagher informed the Board she has been working with the everyone on the 2020 bond refinance. Ms. Gallagher stated the bonds went out to sale on September 1st and close on September 14th. Ms. Gallagher also stated that there was a legal matter to be discussed in executive session after the regular board meeting that would not require board action.

Mr. Boyd presented the financial statements for the Authority (see Attachment C). At 75% of the year the Authority has spent 60% of the operating budget.

Mr. Boyd informed the Board all bank accounts have been reconciled to the end of August 2020.

Mr. Boyd informed the Board the 2021 Minimum Municipal Obligation (MMO) letter for the Pennsylvania Municipal Retirement System (PMRS) is included in the board packet.

Mr. Boyd notified the Board the Operating Committee met and reviewed the draft 2021 Operating Budget. A copy of the draft budget is included in the Board packet and will be ready for adoption in October.

Mr. Boyd informed the Board the Capital Committee will be meeting tonight virtually to discuss the 2021 Capital Budget.

Mr. Boyd stated there are no personnel issues for the month.

Mr. Boyd advised the Board during Hurricane Isaias overflows occurred at Sawmill Pump Station and the Trickling Filter Setting Tanks. Overflows were reported to PA DEP.

Mr. Boyd notified the Board also during Hurricane Isaias the meter at Sheffield was submerged and damaged. A new meter has been purchased and staff is working scheduling installation.

Mr. Boyd informed the Board the Annual Managers' meeting is scheduled for September 24th.

A motion was made by Mr. McBrien, seconded by Mr. Staples, and unanimously passed to authorize the Executive Director as the second signature on September operating checks over \$2,000.00.

A motion was made by Mr. McDevitt, seconded by Mr. McBrien and unanimously passed to approve the September bills for \$109,255.78, ratify payment of payrolls for \$119,852.44, ratify checks #23704 \$34.04, #23705 \$18,662.50, #23706 \$7,443.00, #23707 \$2,595.93, and ratify P-Card payment of \$23,163.05 for a total of \$281,006.74 as shown on Attachment D.

A motion was made by Mr. McDevitt, seconded by Mr. Staples, and unanimously passed to approve Capital Requisition #AU539 in the amount of \$8,655.00.

A motion was made by Mr. McDevitt, seconded by Mr. McBrien, and unanimously passed to approve 2013 Bond Requisition #158-2013 and 159-2013 for a total amount of \$54,493.01.


The Board reviewed the O&M Report.

The Board reviewed the Flow/Connection Summary.

A motion was made by Mr. McDevitt, seconded by McBrien, and unanimously passed to adjourn the meeting at 5:12 pm.

Respectfully prepared by,

Submitted for approval by,



Timothy A. Boyd
Executive Director

Mr. Mike McBrien
Secretary