

Attachment A

EAST NORRITON-PLYMOUTH-WHITPAIN
JOINT SEWER AUTHORITY
Minutes from Meeting held April 8, 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, April 8, 2020 via video and audio conference call. The following Board Members were in attendance: Messrs. Kevin McDevitt, Roman Pronczak, Keith Tornetta, Jim Staples, Bob Hart, Mike Estock, Marty Higgins, Dave Mrochko and Mike McBrien. Also in attendance were, Mr. Timothy Boyd, Executive Director from the Authority, the Authority's Solicitor, Ms. Lauren Gallagher and the Authority's Consulting Engineer, Mr. William Malin, from Carroll Engineering.

A motion was made by Mr. McDevitt, seconded by Mr. McBrien, and unanimously passed to approve the minutes of the regular monthly meeting of March 11, 2020. Jim Staples abstained.

Mr. Malin reviewed the Engineer's Report as included in the package (see Attachment B). Mr. Malin informed the Board the Executive Director forwarded several documents so he may familiarize himself with the plant. There are no unresolved issues for the month of March.

Ms. Gallagher informed the Board she sent Mr. Boyd a memorandum and a draft resolution for the Authorities adoption recognizing the Coronavirus/COVID 19 State of Emergency. The resolution is not a legal basis for the Authority to declare an emergency. The resolution authorizes JSA staff to implement emergency procedures without Board approval and attain future funding if need be.

A motion was made by Mr. McDevitt, seconded by Mr. Higgins, and unanimously passed to authorize the Executive Director to execute the Engagement Letter from Rudolph Clarke, LLC.

A motion was made by Mr. McDevitt, seconded by Mr. Pronczak, and unanimously passed to adopt resolution 2020-02 recognizing the COVID 19 States of Emergency declared by the state, Montgomery County and East Norriton, Plymouth and Whitpain Townships.

Mr. Boyd presented the financial statements for the Authority (see Attachment C). At 33% of the year the Authority has spent 25% of the operating budget.

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

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

Mr. Boyd informed the Board the Chapter 94 Report was submitted electronically to DEP on March 31st.

A motion was made by Mr. McDevitt, seconded by Mr. McBrien and unanimously passed to approve the April bills for \$136,271.85, ratify payment of payrolls for \$120,775.44, ratify checks #23445 \$81.40 and ratify P-Card payment of \$19,893.26 for a total of \$277,021.95 as shown on Attachment D.

A motion was made by Mr. McDevitt, seconded by Mr. Higgins, and unanimously passed to authorize Mr. Boyd to sign as the second signature for the April checks that require two signatures.


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

The Board reviewed the Flow Connection Report.

A motion was made by Mr. McDevitt, seconded by Mr. McBrien, and unanimously passed to adjourn the meeting at 5:20 pm.

Respectfully prepared by,

Submitted for approval by,



Timothy A. Boyd
Executive Director

Mr. Mike McBrien
Secretary