

Attachment A

EAST NORRITON-PLYMOUTH-WHITPAIN
JOINT SEWER AUTHORITY
Minutes from Meeting held January 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, January 8, 2020 at the Ross Street Treatment Plant in Plymouth Meeting, Pennsylvania. The following Board members were in attendance: Messrs. Kevin McDevitt, Roman Pronczak, Keith Tornetta, Mike Estock, Robert Hart, Marty Higgins, James Staples 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.

The Board took a moment to reflect on the passing of the Authority's past Superintendent Mr. Tom Hadfield who passed away on January 5th.

Mr. Pronczak turned the meeting over to the Authority Solicitor, Mr. Hollinger, to temporarily chair the meeting for the appointment of the Authority Officers.

After nominations for chairman, there were 5 votes for Mr. Devitt, 3 votes for Mr. Pronczak.

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

The following slate of appointments for officers and committee assignments was approved:

1 st Vice Chairman	Mike Estock
2 nd Vice Chairman	Roman Pronczak
Treasurer	Keith Tornetta
Asst. Treasurer	Robert Hart
Alt Asst. Treasurer	Marty Higgins
Secretary	Frederick McBrien, III
Asst. Secretary	James Staples
Alt Asst. Secretary	Dave Mrochko

Operating Budget: Mike Estock, Dave Mrochko, Kevin McDevitt
Personnel: Mike McBrien, Robert Hart, Marty Higgins
Capital: Roman Pronczak, James Staples, Keith Tornetta

A majority vote approved tabling the appointment of the solicitor and engineer pending the receipt and review of Proposals. The board directed Mr. Boyd to send out RFPs the Solicitor and Consulting Engineer positions. The board will retain Mr. Hollinger as the Solicitor and Arro Consulting as the Consulting Engineer in the interim until a vote for permanent assignment is made at a future meeting.

A motion was made by Mr. Higgins, seconded by Mr. Estock and unanimously passed to approve the minutes of the regular monthly meeting of December 11, 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. Hollinger informed the Board he received and responded to the annual request from the auditor concerning the status of the Authority.

Mr. Boyd presented the financial statements for the Authority (see Attachment C). At 8% of the year the Authority has spent 1% of the operating budget. A revised December 2019 Bill List is on the agenda for approval. At 100% of the year, we expended 92% of the 2019 Operating Budget.

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

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

Mr. Boyd informed the Board the Auditors are scheduled to begin the audit on January 13, 2020.

Mr. Boyd informed the Board PMRS contacted the Authority regarding updates to the pension plan documents due to IRS changes. There is no change to the terms of the pension plans. Mr. Boyd will present a resolution for approval to the Board in February.

Mr. Boyd informed the Board he attended the Delaware Valley Insurance Trust annual meeting and that the Authority was again recognized for have no claims during 2018.

A motion was made by Mr. McDevitt, seconded by Mr. Higgins and unanimously passed to approve the revised December 2019 bills for \$187,851.29, ratify payment of payrolls for \$235,356.68, ratify check #23263 \$2,100.00, check # 23264 \$20,467.35, check # 23265 \$2,963.13, check # 23266 \$30.20, check # 23267 \$2,067.71, check # 23268 \$60.53, check # 23304 \$663.50, check #23305 \$125.34, check #23306 \$49.32, check #23307 \$36.88, check #23308 \$2,171.65, check #23309 \$1,550.00, check #23310 \$200.00, check #23311 \$126.00, check #23312 \$25.00, check #23313 \$67.63, check #23314 \$13,985.50, check #23315 \$2,772.00 and ratify P-Card payment of \$40,156.59 and 40,743.74 for total revised payables of \$553,770.44 as shown on Attachment G (changes are shown in bold).

A motion was made by Mr. McDevitt, seconded by Mr. Higgins, and unanimously passed to approve the January bills for \$54,157.32 as shown on Attachment D.

A motion was made by Mr. McDevitt, seconded by Mr. Higgins, and unanimously passed to approve 2013 Bond Requisition #141-2013S in the amount of \$67,977.81.

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


The Board reviewed the Flow Connection Report.

Mr. Hart stated that East Norriton was offended by the tone of the memo received from Mr. Goldfield, the Authority's special counsel for the pending sale of East Norriton's collection system.

A motion was made by Mr. McDevitt, seconded by Mr. Higgins, and unanimously passed to adjourn the meeting at 5:30 pm.

Respectfully prepared by,

Submitted for approval by,



Timothy A. Boyd
Executive Director

Mr. James Staples
Assistant Secretary