

Attachment A

EAST NORRITON-PLYMOUTH-WHITPAIN  
JOINT SEWER AUTHORITY  
Minutes from Meeting held November 10, 2021

The regular monthly meeting of the East Norriton-Plymouth-Whitpain Joint Sewer Authority was called to order at 5:00 p.m. on Wednesday, November 10, 2021, via a recorded and audio conference call. The following Board members were in attendance: Kevin McDevitt, Mike McBrien, Bob Brunner, Keith Tornetta, Mike Estock, Jim Staples, Kathy Bandish, Joe Gavanus. Also in attendance were Mr. Timothy Boyd, Executive Director the Authority's Consulting Engineer, Mr. William Malin and the Authority's Solicitor, Ms. Barbara Merlie.

A motion was made by Mr. Staples, seconded by Ms. Bandish, and passed unanimously to approve the minutes of the regular monthly meeting of October 13, 2021. Mr. Tornetta abstained.

Mr. Malin reviewed the Engineer's Report as included in the board packet (see Attachment B). Most of the work is completed at the Sawmill Pump Station. Needed parts are on backorder with no delivery date available. Carroll is looking into options until parts can be delivered.

Ms. Merlie informed the Board she continues to work with the Authority to ensure there are no procurement issues from Hurricane Ida repairs. Ms. Merlie also informed the Board she reviewed a Letter of Intent (LOI) from NORESCO and suggested additional language which was agreed to and included in the final draft.

Mr. Boyd presented the financial statements for the Authority (Attachment C). At 92% of the year the Authority has spent 80% of the operating budget.

Mr. Boyd informed the Board all bank accounts have been reconciled to the end of October 2021.

Mr. Boyd informed the Board the Personnel Committee met after the October Board Meeting to review 2022 Non-Union salaries. Approval of the Committee's recommendation is on the agenda for approval.

Mr. Boyd informed the Board the Authority received the annual Credit Card Rebate in the amount of \$1,095.77

Mr. Boyd informed Delaware Valley Health Insurance is offering a premium reduction of approximately \$18,000.00 with a two-year renewal. The change to the Trust Addendum is on the agenda for approval.

Mr. Boyd informed the Board purchase of holiday gift cards for employees is on the agenda for approval.

Mr. Boyd informed the Board that emergency repairs related to Hurricane Ida continue. We are experiencing delays due to delivery delays of needed parts.

Mr. Boyd informed the Board he has been working with NORESCO, a PA approved Guaranteed Energy Savings Act Provider, to review our operations to determine if suitable projects exist to provide savings to the Authority. NORESCO has asked the JSA sign a LOI to move to the next

level of review. There is still no cost to the JSA at this stage. The LOI is on the agenda for approval.

A motion was made by Mr. Tornetta, seconded by Ms. Bandish, and unanimously passed to approve the November bills for \$250,072.34, ratify payment of payrolls for \$109,675.74, ratify checks #24426 \$1,525.63, #24427 \$147.17, #24428 \$29.51, #24429 \$30.23, #24430 \$105.00, #24431 \$2,688.51 and ratify P-Card payment of \$65,442.81 for a total of \$429,688.71 as shown on Attachment D.

A motion was made by Mr. Staples and seconded by Mr. McBrien and unanimously passed to authorize the executive director to provide the second signature on checks for the November operating checks requiring two signatures.

A motion was made by Mr. Staples, seconded by Mr. McBrien, and unanimously passed to approve Capital Requisition # AU551, AU552 and AU553 for the total amount of \$22,960.59.

A motion was made by Mr. Staples, seconded by Mr. Estock, and unanimously passed to approve Bond Requisition # 177-2013S in the amount of \$14,658.50.

A motion was made by Mr. McBrien, seconded by Gavanus, and unanimously passed to approve 2022 Non-Union Salaries in accordance with the Personnel Committee's recommendation.

A motion was made by Mr. Staples, seconded by Mr. McBrien, and unanimously passed to approve DVHIT Trust Addendum for a two-year renewal.

A motion was made by Mr. Staples, seconded by Mr. Brunner, and unanimously passed to approve the purchase of Employee holiday gift cards in the amount of \$100.00.

A motion was made by Mr. McBrien, seconded by Mr. Staples, and unanimously passed to authorize the Executive Director to sign the NORESKO Letter of Intent.

The Board reviewed and had no questions regarding the Superintendents Report and the Monthly Flow Report.

A motion was made by Mr. McDevitt, seconded by Mr. Staples, and unanimously passed to adjourn the meeting at 5:27 pm.

Respectfully prepared by,

Submitted for approval by,

  
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Timothy A. Boyd  
Executive Director

\_\_\_\_\_  
Mike McBrien  
Secretary