

Attachment A

EAST NORRITON-PLYMOUTH-WHITPAIN  
JOINT SEWER AUTHORITY  
Minutes from Meeting held January 13, 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, January 13, 2021 via a recorded and audio conference call. The following Board members were in attendance: Messrs. Kevin McDevitt, Mike McBrien, Keith Tornetta, Mike Estock, Marty Higgins, Dave Mrochko, James Staples, Bob Brunner and Joe Gavanus. Also in attendance were Mr. Timothy Boyd, Executive Director from the Authority, the Authority's Solicitor, Mr. Lauren Gallagher and the Authority's Consulting Engineer, Mr. William Malin.

Mr. McDevitt turned the meeting over to the Authority Solicitor, Ms. Gallagher, to temporarily chair the meeting for the appointment of the Authority Officers.

A motion was made by Mr. McBrien, seconded by Mr. Higgins and unanimously passed to approve the below slating.

Chairman	Kevin McDevitt
1 <sup>st</sup> Vice Chairman	Mike Estock
2 <sup>nd</sup> Vice Chairman	Robert Brunner
Treasurer	Keith Tornetta
Asst. Treasurer	Marty Higgins
Alt Asst. Treasurer	Joseph Gavanus
Secretary	Mike McBrien
Asst. Secretary	James Staples
Alt Asst. Secretary	David Mrochko

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

A motion was made by Mr. McDevitt, seconded by Mr. Brunner and unanimously passed to approve the below committee assignments.

Operating Budget: Mike Estock, Dave Mrochko, Kevin McDevitt  
Personnel: Mike McBrien, Marty Higgins, Joseph Gavanus  
Capital: Robert Brunner, James Staples, Keith Tornetta

A motion was made by Mr. McDevitt, seconded by Mr. Higgins and unanimously passed to appoint Carroll Engineering as the Authority's Engineer.

A motion was made by Mr. McDevitt, seconded by Mr. Higgins and unanimously passed to approve Rudolph Clarke as the Authority's Solicitor.

A motion was made by Mr. Higgins, seconded by Mr. Mrochko and passed to approve the minutes of the regular monthly meeting of December 9, 2020. Mr. McBrien and Mr. Staples abstained.

Mr. Malin reviewed the Engineer's Report as included in the package (see Attachment B). Mr. Malin informed the Board he completed and forwarded the Consulting Engineers Budget Certificate to Mr. Boyd.

Mr. Malin informed the Board he started work on the Chapter 94 Report.

Mr. Malin informed the Board he revised the plans and specifications for the Sawmill Pump Station west side pump replacement VFD's due to a change in the cabinet size. The project was readvertised for bids.

Ms. Gallagher informed the Board she continues to work with Mr. Boyd on any issues related to COVID-19.

Mr. Boyd presented the financial statements for the Authority (see Attachment C). At 8% of the year the Authority has spent 4% of the operating budget. A revised December 2020 Bill List is on the agenda for approval. At 100% of the year, we expended 85% of the 2020 Operating Budget, pending any adjustments made by the auditors.

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

Mr. Boyd informed the Board he attended the Delaware Valley Insurance Trust annual meeting virtually. Once again the Authority was recognized for having no claims during 2019.

Mr. Boyd informed the Board he submitted a property claim to Delaware Valley Trust for the electrical damage at the Saw Mill Pump Station. The repairs should be covered by insurance. The repairs should be completed by January 15<sup>th</sup>.

A motion was made by Mr. McDevitt, seconded by Mr. Gavanus and unanimously passed to approve the revised December 2020 bills for \$159,005.60, ratify payment of payrolls for \$247,264.24, ratify check #23856 \$51.39, check # 23857 \$131.61, check # 23858 \$30.13, check # 23859 \$30.40, check # 23860 \$38.52, check # 23901 \$75.63, check # 23902 \$500.00, check #23903 \$638.00, check #23904 \$13,557.00, check #23905 \$105.23, check #23906 \$50.00, check #23907 \$172.32, check #23908 \$199.99, check #23909 \$38.11 and ratify P-Card payment of \$24,817.16 and \$20,334.06 for total revised payables of \$467,039.39 as shown on Attachment G (changes are shown in bold).

A motion was made by Mr. McDevitt, seconded by Mr. McBrien, and unanimously passed to approve the January bills for \$171,393.62 as shown on Attachment D.

A motion was made by Mr. McDevitt, seconded by Mr. McBrien, and unanimously passed to approve Capital Improvement Requisition #AU541 in the amount of \$4,472.50.

A motion was made by Mr. McDevitt, seconded by Mr. Higgins, and unanimously passed to approve Bond Requisitions # 166-2013S, #167-2013S and #168-2013S for a total amount of \$111,480.93.

Mr. McBrien asked if the retirement of the two employee's has had an impact on the Authority. Mr. Boyd informed the Board it has not, and the Authority is pursuing new Operators.

Mr. McDevitt asked the Board if there were any questions regarding the Superintendents Report or Flow Report. No one had any questions.

Mr. Tornetta asked Mr. Boyd to verify a payment in the amount of \$2,300.00 that Mrs. Reiber informed him she mistakenly placed under the Training Account. Mr. Boyd stated he will follow up and let him know.

A motion was made by Mr. McDevitt, seconded by Mr. McBrien, and unanimously passed to adjourn the meeting at 5:19 pm.

Respectfully prepared by,

Submitted for approval by,

*Timothy A. Boyd*

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Timothy A. Boyd  
Executive Director

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Mr. Mike McBrien  
Secretary