

Attachment A

EAST NORRITON-PLYMOUTH-WHITPAIN
JOINT SEWER AUTHORITY
Minutes from Meeting held July 14, 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, July 14, 2021, via a recorded and audio conference call. The following Board members were in attendance: Messrs. Kevin McDevitt, Bob Brunner, Keith Tornetta, Mike Estock, Jim Staples, Marty Higgins, Joe Gavanus, and Dave Mrochko. Also in attendance were Mr. Timothy Boyd, Executive Director from the Authority, the Authority's Consulting Engineer, Mr. William Malin and the Authority's Solicitor, Ms. Lauren Gallagher.

A motion was made by Mr. Staples, seconded by Mr. Mrochko, and passed unanimously to approve the amended minutes of the regular monthly meeting of June 9, 2021. Mr. Gavanus abstained.

Mr. Malin reviewed the Engineer's Report as included in the board packet (see Attachment B). Mr. Malin informed the Board the Consulting Engineer's Report for the Trustee was sent on June 30th.

Mr. Malin informed the Board he is currently reviewing the shop drawings for the Sawmill project. The Contractor is scheduled to begin work on July 12th, shutting down the west side of the pump station for demolition of pumps and piping.

Ms. Gallagher informed the Board she is worked with Tim on finalizing the Audit. Ms. Gallagher also informed the Board she sent a Memo to Tim regarding an amendment to the Sunshine Act. The Act now requires the Authority to physical post a copy of the Board Meeting Agenda on the outside door 24 hours prior to the meeting date.

Mr. Boyd presented the financial statements for the Authority (see Attachment C). At 58% of the year the Authority has spent 46% of the operating budget.

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

Mr. Boyd informed the Board the annual audit was completed without the pension information due to the lack of pension information from PMRS. The audit has been submitted to the Trustee and DCED and is on the agenda for approval.

Mr. Boyd informed the Board a preconstruction meeting on the Sawmill project was held on May 4th, work is set to begin mid-July.

Mr. Boyd informed the Board work has begun on the 2022 Operating and Capital Budgets. An email to the Budget Committee will be forthcoming to review the budget in August and meetings will be set up with the Capital Committee to meet in September and the Personnel Committee in October.

Mr. Boyd informed the Board Ms. Gallagher will be hosting the virtual August meeting. A staff member will be at the JSA in the event a member of the public wishes to comment. Mr. Boyd will be on the meeting.

Mr. Boyd informed the Board the agreement for the DEP Energy Efficiency at Wastewater Treatment Plants (PEW2) Program is on the agenda for approval.

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

A motion was made by Mr. Higgins, seconded by Mr. Gavanus, and unanimously passed to approve the July bills for \$212,043.11, ratify payment of payrolls for \$172,211.91, ratify checks #24197 \$256.95, #24198 \$64.30, #24199 \$25.00, #24200 \$109.86, #24201 \$89.94, #24202 \$22.46, #24203 \$39.30, and ratify P-Card payment of \$15,022.17 for a total of \$399,885.00 as shown on Attachment D.

A motion was made by Mr. Tornetta, seconded by Mr. Staples, and unanimously passed to approve Capital Requisitions # AU-546 and AU-547 for a total amount of \$5,646.47.

A motion was made by Mr. McDevitt, seconded by Mr. Higgins, and unanimously passed to approve to 2020 Audit.

A motion was made by Mr. McDevitt, seconded by Mr. Higgins, and unanimously passed to authorize the Executive Director to sign the PEW2 MOU, subject to the Solicitor's review and approval.

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

A motion was made by Mr. McDevitt, seconded by Mr. Brunner, and unanimously passed to adjourn the meeting at 5:14 pm.

Respectfully prepared by,

Submitted for approval by,



Timothy A. Boyd
Executive Director

James Staples
Assistant Secretary