

Attachment A

EAST NORRITON-PLYMOUTH-WHITPAIN
JOINT SEWER AUTHORITY
Minutes from Meeting held January 14, 2015

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 14, 2015 at the Ross Street Treatment Plant in Plymouth Meeting, Pennsylvania. The following Board members were in attendance: Messrs. Roman Pronczak, Don Delamater, Anthony Greco, James Staples, Mike Estock, Marc Alfarano, Tony Morrione, and Mike McBrien. 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.

Mr. Pronczak welcomed Tony Morrione as the new Plymouth Township representative and then turned the meeting over to the Authority Solicitor, Mr. Hollinger, to temporarily chair the meeting until the appointment of the Authority Officers.

A motion was made by Mr. McBrien, seconded by Mr. Staples, and unanimously passed to accept the slate of appointments as follows:

Chairman	Roman Pronczak
1 st Vice Chairman	Lewis McQuirns
2 nd Vice Chairman	Mike Estock
Treasurer	Anthony Greco
Asst. Treasurer	Donald Delamater
Alt Asst. Treasurer	Marc Alfarano
Secretary	Frederick McBrien, III
Asst. Secretary	James Staples
Alt Asst. Secretary	Tony Morrione

The Solicitor turned the meeting over to Mr. Pronczak.

A motion was made by Mr. McBrien, seconded by Mr. Staples, and unanimously passed to accept the committee assignments are as follows:

Operating Budget: Mike Estock, Anthony Greco, Lewis McQuirns
Personnel: Mike McBrien, Tony Morrione, Don Delamater
Capital: Roman Pronczak, James Staples, Marc Alfarano

Mr. Pronczak noted Statements of Financial Interest are due from all Board Members prior to May 1, 2015.

A motion was made by Mr. Delamater, seconded by Mr. Staples and unanimously passed to appoint ARRO Consulting as the Authority's Consulting Engineer.

A motion was made by Mr. McBrien, seconded by Mr. Morrione and unanimously passed to appoint Mr. James Hollinger as the Authority's Solicitor.

A motion was made by Mr. Greco, seconded by Mr. Alfarano, and unanimously passed to approve the minutes of the regular monthly meeting of December 10, 2014.

Mr. Jackson reviewed the Engineer's Report as included in the package (see Attachment B). Mr. Jackson informed the Board ARRO has started preparing the 2014 Chapter 94 Report. Questionnaires were sent out to the contributing municipalities. Additionally, ARRO has started preparing the 2014 Annual Report of Consulting Engineer for submission to U.S. Bank.

Mr. Hollinger informed the Board he received and returned a questionnaire from the JSA Auditor.

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. He stated that the bank accounts have been reconciled to the end of December 2014.

Mr. Boyd informed the Board a revised December 2014 Bill list is included on the agenda for approval. At 100% of 2014, 89% of the budget was expended.

Cash received for outside sludge for the month of December was \$24,502.95.

Mr. Boyd informed the Board the annual audit will take place on January 26th. Questionnaires were sent to selected board members. Please complete and return to auditor as soon as possible.

Mr. Boyd informed the Board there were no personnel issues.

Mr. Boyd informed the Board a preconstruction meeting was held on January 4, 2015 to discuss the Plant Expansion Project.

Mr. Boyd asked the Board if there is an issue with the November 11, 2015 meeting date. The Board does not have an issue meeting on November 11, 2015.

A motion was made by Mr. Delamater, seconded by Mr. Staples, and unanimously passed to approve the revised December bills for \$128,471.13, ratify payment of payrolls for \$110,732.75, ratify check #20513 \$33.56, check # 20514 \$11,383.50, check # 20515 \$45.65, check # 20516 \$27.87, and ratify P-Card payment of \$27,183.94, for total revised payables of \$304,290.63.

A motion was made by Mr. Greco, seconded by Mr. McBrien, and unanimously passed to approve the January bills for \$91,975.34 and ratify payment of payrolls for \$59,349.35, for total payables of \$151,327.69.

A motion was made by Mr. Staples, seconded by Mr. Greco, and unanimously passed to approve Capital Requisition AU 500 for a total amount of \$3,698.00.

A motion was made by Mr. Staples, seconded by Mr. Greco, and unanimously passed to approve 2013 Sewer Revenue Bond Series Requisition #017-2013S and 018-2013S for a total amount of \$467,469.69.

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

The Board reviewed the Flow Connection Report.

A motion was made by Mr. McBrien, seconded by Mr. Greco, and unanimously passed to adjourn the meeting at 5:15 pm.

Respectfully prepared by,

Submitted for approval by,



Timothy A. Boyd
Executive Director

Mr. Frederick W. McBrien, III
Secretary