EAST NORRITON-PLYMOUTH-WHITPAIN JOINT SEWER AUTHORITY
June 11, 2025 Board Meeting Agenda
Meeting Time 5:00 p.m. via Zoom at 200 Ross Street, Plymouth Meeting, PA.

1. Salute to the flag.
2. Call to Order
3. Visitor's Comments.
4. **Motion to approve the May 2025 Board Meeting minutes** (Attachment A).
5. Consulting Engineer's Report (Attachment B).
6. Solicitor's Report.
7. Executive Director's Report (Attachment C).
8. **Motion to approve this month's bills for $183,713.66, ratify Payrolls of $137,186.54, ratify checks #26880 $1,558.22 #26881 $47.22 and ratify P-Card payment of $12,923.77 for total payables of $335,589.03 as shown on Attachment D.**

   Funds to support these expenditures come from the approved 2025 Operating Budget.
9. Capital Projects

Motion to approve the following Capital Improvements Requisitions for payment:

Req. No.	Description of Services	Vendor	Amount

TOTAL **$0**

Funds to support these expenditures come from the approved CIP Budget.

10. **Motion to Appoint an Executive Director per the Personnel Committee Recommendation.**
11. Superintendent's O&M Report (Attachment E).
12. Flow/Connection Summary (Attachment F).
13. Other Business/Committee Reports
14. Adjournment

Attachment A

EAST NORRITON-PLYMOUTH-WHITPAIN JOINT SEWER AUTHORITY
Minutes from Meeting held May 14, 2025

The regular monthly meeting of the East Norriton-Plymouth-Whitpain Joint Sewer Authority was called to order at 5:00 p.m. on Wednesday, May 14, 2025, via a recorded and audio conference call. The following Board members were in attendance: Messrs. Kevin McDevitt, Mike McBrien, Joe Gavanus, Dave Mrochko, Kathy Bandish, Kyle Elliott, Bob Brunner, and Joe Salvia. Also attending were Mr. Timothy Boyd, Executive Director of the Authority, the Authority's Solicitor, Mrs. Lauren Gallagher, and the Authority's Consulting Engineer, Mr. William Malin.

The Board met in Executive Session to discuss a personnel matter prior to the public meeting.

A motion was made by Mr. McBrien, seconded by Mr. Mrochko, and unanimously passed to approve the minutes of the regular monthly meeting of April 9, 2025.

Mr. Malin informed the Board there have been no engineering activities since the April meeting.

Mrs. Gallagher informed the Board she had nothing to report.

Mr. Boyd presented the financial statements for the Authority (see Attachment C). At 42% of the year the Authority has spent 35% of the operating budget.

Mr. Boyd informed the Board that all bank accounts are reconciled to the end of April 2025.

Mr. Boyd informed the Board interviews were conducted for the Executive Director position.

Mr. Boyd informed the Board the plant was broken in to and some minor damage was discovered inside the dewatering and Incinerator building. Plymouth Township police were notified. The trespasser was subsequently arrested by West Norriton Police after a break in on the Norristown State Hospital grounds.

Mr. Boyd informed the Board that he was notified of a fixed capacity surcharge on our electrical usage beginning in June 2025 through June 2026. Our supplier notified the Authority that the fixed monthly charge thru June 2026 will be about $3,100 for the plant account and $693 for the Saw Mill PS account. This is about half of what was anticipated due to the PJM capacity cost increase.

A motion was made by Mr. Brunner, seconded by Mr. Elliott, and unanimously passed to approve the May 2025 bill list for $278,464.06, ratify payment of payrolls for $206,717.64, ratify check #26813 $30.38, 26814 $44.07, 26815 $1,255.15, 26816 $49.62, 26817 $76.97 and ratify P-Card payment of $19,039.47 for total payables of $505,677.36.

There were no questions about the Superintendent's report or the monthly flow report.

A motion was made by Mr. McBrien, seconded by Mr. Gavanus, and unanimously passed to adjourn the meeting at 5:20 pm.

Respectfully prepared by,

Mr. Timothy A. Boyd
Executive Director

Submitted for approval by,

Mr. Mike McBrien
Secretary

Carroll Engineering Corporation

Attachment B

June 5, 2025

Timothy Boyd, P.E., Executive Director
East Norriton, Plymouth, Whitpain Joint Sewer Authority
200 Ross Street
Plymouth Meeting, PA 19462

Dear Tim:

Subject: Engineer's Report – June 2025

The following is a report of work completed by Carroll Engineering Corporation for ENPWJSA:

There have been no engineering activities since the Authority's April 2025 meeting.

If you have any questions, please feel free to contact this office.

Very truly yours,

CARROLL ENGINEERING CORPORATION

Bill

William N. Malin, P.E.
Senior Vice President, Authority Engineer

WNM:cam

ATTACHMENT C

Executive Director's Report for June, 2025

1. **Financial**

   a) This month's *Y-T-D Excess Revenue over Expenses* are shown on the *Statement of Accounts* - Sheet 2. Year-to-date we have expended 42% of the operating budget at approximately 50% of the year.
   b) The Authority Operating, Capital Improvements and Bond Account Summaries are on Sheet 3. All accounts are reconciled through May 31, 2025. Full reconciliation sheets will be available for review at the meeting.

2. **Personnel –**

   a) The Executive Director appointment is on the agenda for approval.

3. **Capital Projects –** No Updates

   a) We were notified that the first grant reimbursement request for the scum concentrator project was processed by the Commonwealth Finance Authority (CFA).

4. **Miscellaneous –** No Updates

Respectfully submitted by:

Timothy A. Boyd
Timothy A. Boyd, P.E.
Executive Director

2. STATEMENT OF ACCOUNT - JUNE 2025

	Current Month Actual	Year to Date Actual	Year to Date Budget	% of Budget
Revenues				
Opening Balance		1,180,211.88	988,443.00	119%
Operation Contributions	0.00	2,268,756.00	4,537,513.00	50%
Interest / Misc. Income	4,697.68	23,894.82	20,000.00	119%
Total Revenues	4,697.68	3,472,862.70	5,545,956.00	63%
Scum Concentrator Grant	*0.00*	*0.00*	*418,780.00*	*0%*
Expenses				
Administration	48,471.20	285,498.82	684,934.00	42%
Union	77,881.00	489,222.75	1,134,557.00	43%
P/R Taxes	9,983.58	64,142.40	154,657.00	41%
Workers Comp	0.00	14,115.50	26,000.00	54%
Insurance (Life)	1,251.01	7,478.65	15,850.00	47%
Insurance (Med/Dent)	48,468.62	293,550.84	579,080.00	51%
Pension	1,170.00	39,642.98	54,000.00	73%
Training	0.00	3,802.55	14,000.00	27%
Plant Chemicals	14,536.13	68,620.12	208,200.00	33%
Laboratory	1,967.40	11,819.48	33,000.00	36%
Fuel (Natural Gas)	0.00	235.13	9,000.00	3%
Electric	42,001.23	219,414.41	649,200.00	34%
Operations Engineer	0.00	4,917.50	20,000.00	25%
Outside Lab Test	353.95	8,549.20	71,000.00	12%
Maintenance & Repair	15,859.76	125,824.99	300,000.00	42%
Materials & Supplies	4,399.28	14,139.68	40,000.00	35%
Safety Equipment	0.00	2,585.97	7,800.00	33%
Equipment Replacement	2,366.52	8,479.99	5,000.00	170%
Vehicle Expenses	2,768.47	13,043.06	30,000.00	43%
Utilities (Potable Water)	1,558.22	9,201.44	25,200.00	37%
Service Contracts	10,388.71	34,937.31	69,520.00	50%
Sludge Disposal	50,789.61	282,890.58	595,400.00	48%
Authority	0.00	2,349.75	9,400.00	25%
Auditing & Accounting	0.00	20,631.00	21,000.00	98%
Legal	0.00	2,584.00	15,000.00	17%
Permits & Fees	0.00	1,405.00	12,475.00	11%
Office Supplies/Admin. Misc.	611.61	1,877.38	12,000.00	16%
Communications	570.76	6,329.87	14,700.00	43%
Postage	191.97	457.19	1,436.00	32%
Insurance (Liability)	0.00	72,459.50	157,332.00	46%
Bank Charges	0.00	0.00	3,900.00	0%
Contingency	0.00	0.00	50,000.00	0%
Scum Concentrator Project	0.00	76,756.00	418,780.00	0%
Total Expenses	335,589.03	2,110,207.04	5,023,641.00	42%
EXCESS REVENUE OVER EXPENSES		1,362,655.66		

3. ACCOUNT SUMMARY AS OF 05/31/2025

OPERATING ACCOUNTS SUMMARY

	Account #	Debit	Credit	Amount
Operating Funds				
Operating Checking	537-9023	376,841.49	434,371.18	1,301,393.12

CAPITAL ACCOUNTS SUMMARY

Plymouth Plant Expansion	537-9065	0.00	3,852.19	410,873.56
East Norriton Plant Expansion	537-9052	0.00	1,484.03	400,681.55
Whitpain Plant Expansion	537-9049	0.00	94.82	25,634.11
Capital Checking	537-9078	0.00	293.08	79,161.98
2013 BRI Fund	537-9082	0.00	834.64	232,585.82
Authority Account	537-9081	0.00	5,610.22	1,518,661.81
TOTAL				**3,968,991.95**

CIP

Req. No.	Description of Services	Vendor		Amount
			Total	**$0.00**
		Ending Balance		**$3,968,991.95**

BOND ACCOUNTS SUMMARY

2013 BRIF	146613004	0.00	0.00	0.00
2020 Debt Serve Reserve	537-9099	0.00	5,288.47	1,427,812.23
2020 Debt Service Fund	238866000	0.00	12.34	3,812.61
2020 Bond Revenue	238866002	0.00	2.05	632.89
				1,432,257.73

ATTACHMENT D
June Bill List

Name	Line Description	Debit Amount
BSI	Troubleshoot Centrifuge & Sawmill Electrical	1,667.00
CET	Polymer	10,561.00
DVHIT	Employee Health, RX, Dental & Vision	48,468.62
Dept. of Treasury	Annual PCORI Fee	159.62
Equipment Depot	Switch for Forklift	45.72
Coyne Chemical	Endimal	3,882.50
H2O Solutions	Exchange Tank & Filters	782.24
J & J Landscaping	May Lawncare	2,400.00
JG Environmental	Remove/Dispose of Debris @ Sawmill & Centrifuge	5,402.44
Kendall Electric	LED Flood Light	161.04
Keystone Engineering	Server work for Wonderware	900.00
Landis Mechanical	PM Service HVAC	3,853.75
McDal Corporation	Inspect Crane	1,272.20
MetLife	Life, LTD & STD Insurance	1,251.01
NE Technical Sales	Calibrate Multigas Meter	300.00
Peco	Walton Road	47.30
Peco	Sheffield Drive	47.92
Peco	Plant	31,440.95
Peco	Sawmill	10,465.06
Phenova	Annual Micro PT Study & Testing Supplies	900.33
Quadient Leasing	Postage Machine Rental	191.97
Timothy A Boyd	2nd Quarter Vehicle Expense	1,800.00
United Trucking	Sludge Disposal	45,387.17
Verizon	Plant	393.58
Verizon	Walton Road	44.07
Verizon	Sawmill	85.89
Vestis	Uniforms	479.12
Waste Management	Grit Disposal	1,255.15
Xylem Analytics	Repair Aeration Mixer	8,428.25
Y-Pers	Cleaning Supplies & Latex Gloves	1,639.76
		183,713.66

Ratify Payroll

05/22/25 Payroll - 1518 hours, 8 hours OT(Waste Mgt. Spill Clean Up)	68,412.34
06/05/25 Payroll - 1494 hours, 16 Trip (HOL)	68,774.20
	137,186.54

Ratify Check #26880	PAWC - Plant	1,558.22
Ratify Check #26881	Verizon - Sheffield Drive	47.22

Ratify BMO P-Card Purchases INV# 702149-2504

Vehicle Expense	Vehicle Expenses/ Fuel & Repairs	968.47
Lab	Lab	1,067.07

ATTACHMENT D
June Bill List

Name	Line Description		Debit Amount
Materials & Supplies	Plant Materials & Supplies		2,598.48
Maintenance & Repair	Maintenance & Repairs		665.04
Service Contracts	Service Contracts		4,200.00
Office Supplies	Office Supplies		611.61
Chemicals	Chemicals		92.63
Outside Lab Testing	Outside Lab Testing		353.95
Equipment Replacement	Equipment Replacement		2,366.52
			12,923.77
		TOTAL PAYABLES	335,589.03

ATTACHMENT E

SUPERINTENDENT REPORT FOR MAY 2025

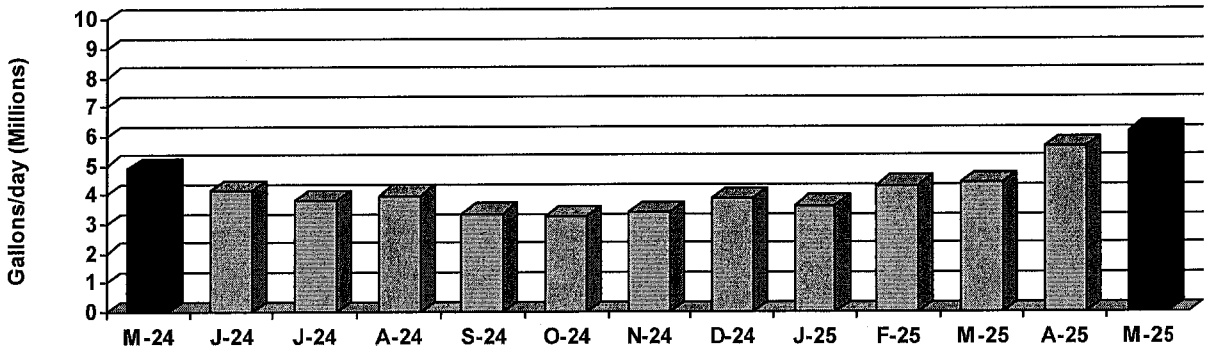
A. PLANT OPERATION PERFORMANCE 1
B. SAWMILL RUN PUMP STATION 3
C. MAINTENANCE: IN-HOUSE AND CONTRACT 3
General: 3
Headwork's: 3
Activated Sludge: 3
Trickling Filters: 3
Sludge Processing: 4
Disinfection: 4
Laboratory: 4
Personnel: 4
Safety: 4
Continuing Education: 4

A. PLANT OPERATION PERFORMANCE

Discharge Parameters & Units	Monthly Average	Maximum	Minimum	Permit Limit	Removal Efficiency
Daily Flow, million gallons/day	6.17	10.92	4.19	8.67 (Max Avg. Monthly)	--
CBOD (Biochemical Oxygen Demand), mg/l	8.7	12.1	6.1	20 (Max Avg. Monthly)	94.8%
Total Suspended Solids, mg/l	12	17	8	30 (Max Avg. Monthly)	93.5%
Ammonia-Nitrogen, mg/l	4.3	6.6	2.5	20 (Max Avg. Monthly)	--
pH, S.U.	7.2	7.4	7.1	6.0 (Min.) 9.0 (Max)	--
Chlorine Residual, mg/l	.47	.78	.25	0.5 (Max Avg. Monthly) 1.2 (Inst. Max)	--
Dissolved Oxygen, mg/l	8.8	9.0	8.3	5.0 (Min. at all times)	--
Fecal Coliform/100 ml, Geo. Mean	8	--	--	200/100ml (Max)	--

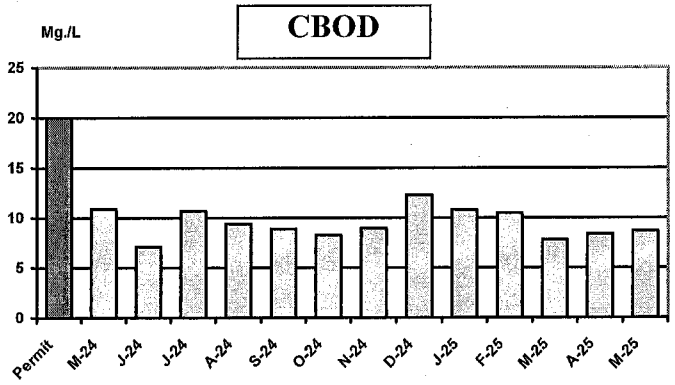
Note: Final numbers may vary due to end-of-the-month data availability at the time of this report.

There was one rain event greater than one inch for the month. The total rainfall for the month was 6.06 inches.

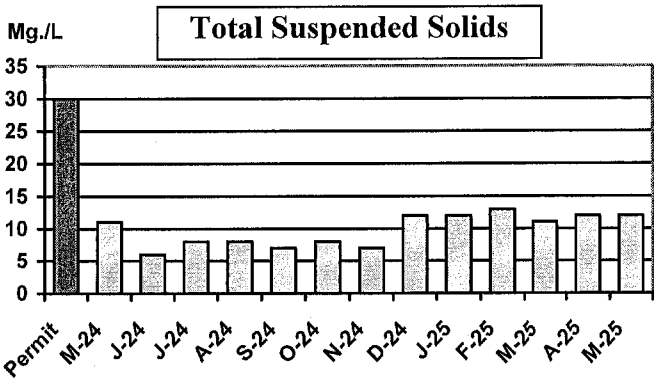


	May-24	May-25	YTD
Averages	4.89	6.17	4.84

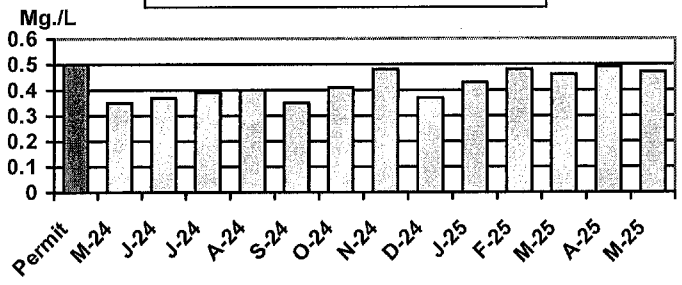
CBOD



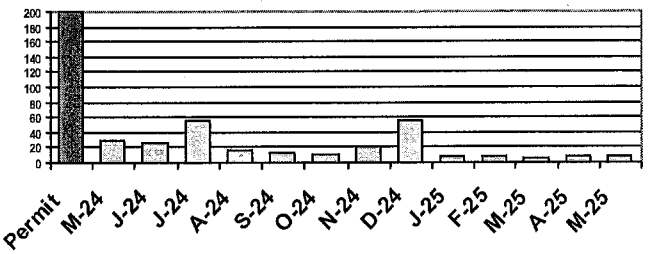
Total Suspended Solids



Chlorine Residual



Fecal Coliform
100ml Geo. Mean



B. SAWMILL RUN PUMP STATION

All equipment is working well, and routine maintenance continues.

Pump #5 is out to Xylem for service and rebuild if needed.

C. MAINTENANCE: IN-HOUSE AND CONTRACT

Daily repair and maintenance of different plant components continued as always.

The following are the major maintenance items that have been completed this month, are still in progress, or are planned for the near future:

General:

An update on the individual who entered the facility on 4/27 by crawling under the front gate. He was caught by West Norriton PD breaking into the State Hospital facility. He is being held for those and our charges.

The two new 2025 trucks are in service. The 2000 and 2008 GMC trucks were sent to J.J. Kane for the auction in June.

All overhead cranes at the plant and Sawmill PS were inspected for the year.

The staff visited Norristown WWTP. We reviewed recent updates that were made to the facility and discussed options for the future.

On the 13th, a Waste Management truck had a failure of a hydraulic line. Waste Management was contacted and Lewis Environmental was sent out to clean up the fluid spill.

On the 27th a sink hole was discovered on the west side driveway next to B-1. It was discovered to be a utility water line that broke. Ply-Mar Construction was contacted and the leak and sink hole were repaired on the 29th.

Headworks:

All equipment is working well, and scheduled maintenance continues.

During the month, the screening and grit equipment has collected approximately 9.5 cubic yards of screenings and 5.13 cubic yards of grit.

Activated Sludge:

All equipment is working well, and scheduled maintenance continues.

The aeration tank T-2A was taken out of service for inspection and process control.

Trickling Filters:

All equipment is working well, and scheduled maintenance continues.

Sludge Processing:

All equipment is working well, and scheduled maintenance continues.

The total dewatered sludge tons for the month were 287.88.

Disinfection:

All equipment is working well, and regular maintenance continues.

Laboratory:

The plant laboratory continues daily monitoring of the operational and NPDES parameters. The monthly samples of raw sewage, final effluent, and the sludge were taken by the operators and sent to a contract laboratory for the metal analysis per our NPDES permit.

Personnel:

No personnel issues for the month.

Greg Blake has reached his 2-year anniversary. He has since passed his PA DEP certification exams for General, Collection, and Fixed Film. He is one exam away from being fully certified.

Safety:

The Safety Committee did not meet but continues to monitor any safety issues in the plant.

Continuing Education/Training:

No training was held in May.

Respectfully Submitted,
Thomas F. Daly

Thomas F. Daly
Plant Superintendent
6/11/25

ATTACHMENT F
EAST NORRITON-PLYMOUTH-WHITPAIN JOINT SEWER AUTHORITY
FLOW REPORT
MAY 2025

DATE	RAINFALL	PLANT	EAST NORRITON	WHITPAIN	PLYMOUTH
5/31/2024	2.65	4,893,918	1,723,404	1,830,592	1,339,922
6/30/2024	2.23	4,125,955	1,490,391	1,485,854	1,149,710
7/31/2024	2.62	3,786,905	1,426,708	1,331,788	1,015,753
8/31/2024	3.57	3,970,763	1,598,099	1,373,537	1,008,556
9/30/2024	1.01	3,355,455	1,302,134	1,207,727	844,597
10/31/2024	0.00	3,255,995	1,195,921	1,166,277	893,797
11/30/2024	1.97	3,400,027	1,265,786	1,201,459	938,934
12/31/2024	3.29	3,898,814	1,599,444	1,351,930	947,440
1/31/2025	0.33	3,626,960	1,517,382	1,267,779	850,031
2/28/2025	1.55	4,307,667	1,776,896	1,462,071	1,068,700
3/31/2025	3.67	4,425,460	1,724,497	1,557,554	1,143,409
4/30/2025	2.24	5,650,024	2,160,870	1,937,668	1,551,486
5/31/2025	6.09	6,168,807	2,563,050	2,032,874	1,572,882
TOTALS	**28.57**	**49,972,832**	**19,621,178**	**17,376,518**	**12,985,295**
PERCENTAGE (12 Month Period)			**39.3%**	**34.8%**	**26.0%**

EDU SUMMARY

TOTAL ALLOWABLE EDUs	**12,565**	**12,565**	**12,565**
EDUs USED TO DATE	(11,127)	(9,726)	(11,082)
AVAILABLE EDUs	1,438	2,839	1,483
EDUs THIS QUARTER	0	3	1
TOTAL AVAILABLE EDUs	**1,438**	**2,836**	**1,482**