

EAST NORRITON-PLYMOUTH-WHITPAIN JOINT SEWER AUTHORITY

August 13, 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 July 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 \$284,489.98, ratify Payrolls of \$138,446.76, ratify checks #26973 \$26,249.82 #26974 \$73.48 #26975 \$44.07 #26976 \$159.89 and ratify P-Card payment of \$14,101.87 for total payables of \$463,565.87 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
AU601	Replace #4 T/F Chlorine Contact Gate Valve	Ply-Mar Construction	\$7,890.00
TOTAL			<u>\$7,890.00</u>

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

10. Superintendent's O&M Report (Attachment E).
11. Flow/Connection Summary (Attachment F).
12. Other Business/Committee Reports
13. Adjournment

Attachment A

EAST NORRITON-PLYMOUTH-WHITPAIN
JOINT SEWER AUTHORITY
Minutes from Meeting held July 9, 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, July 9, 2025, via a recorded and audio conference call. The following Board members were in attendance: Messrs. Kevin McDevitt, Mike McBrien, Joe Gavanus, Dave Mrochko, Bob Brunner, Joe Salvia, and Kathy Bandish. Also attending were Mr. Timothy Boyd, Executive Director of the Authority, Ms. Lauren Sufleta, incoming Executive Director for the Authority, the Authority's Solicitor, Mrs. Lauren Gallagher, and the Authority's Consulting Engineer, Mr. William Malin.

A motion was made by Mr. McBrien, seconded by Mr. Mrochko, and unanimously passed to approve the minutes of the regular monthly meeting of June 11, 2025.

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

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

Mr. Boyd presented the financial statements for the Authority (see Attachment C). At 58% of the year the Authority has spent 48% of the operating budget.

Mr. Boyd informed the Board that all bank accounts are reconciled through the end of June 2025.

Mr. Boyd informed the Board the staff started working on 2026 Operating and Capital Budgets.

A motion was made by Mr. McBrien, seconded by Mr. Brunner, and unanimously passed to approve the July 2025 bill list for \$145,404.19, ratify payment of payrolls for \$161,480.81, ratify check #26924 \$79.95, 26925 \$38.65, 26926 \$90.17, 26927 \$159.89, 26928 \$78.86, 26929 \$47.22 and ratify P-Card payment of \$11,78.77 for total payables of \$319,168.51.

A motion was made by Mr. McBrien, seconded by Mr. Salvia, and unanimously passed to approve Requisitions # AU597 and AU600 for a total amount of \$7,317.50.

A motion was made by Mr. McBrien, seconded by Mrs. Bandish, and unanimously passed to adjourn the meeting at 5:07 pm.

Respectfully prepared by,



Mr. Timothy A. Boyd
Executive Director

Submitted for approval by,

Mr. Mike McBrien
Secretary



Attachment B

August 6, 2025

Lauren Sufleta, Executive Director
East Norriton, Plymouth, Whitpain Joint Sewer Authority
200 Ross Street
Plymouth Meeting, PA 19462

Dear Lauren:

Subject: Engineer's Report – August 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 July 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

Today's Commitment to Tomorrow's Challenges

Corporate Office:	630 Freedom Business Center	433 Lancaster Avenue	101 Larry Holmes Drive	105 Raider Boulevard
949 Easton Road	Third Floor	Suite 200	Suite 201	Suite 206
Warrington, PA 18976	King of Prussia, PA 19406	Malvern, PA 19355	Easton, PA 18042	Hillsborough, NJ 08844
215.343.5700	610.572.7093	610.489.5100	610.989.4940	908.874.7500

www.carrollengineering.com

ATTACHMENT C

Executive Director's Report for August 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 58% of the operating budget at approximately 67% of the year.
- b) The Authority Operating, Capital Improvements and Bond Account Summaries are on Sheet 3. All accounts are reconciled through July 31, 2025. Full reconciliation sheets will be available for review at the meeting.
- c) The Budget Committee will review the draft 2026 Budgets after the regular Board meeting.

2. Personnel – No issues

3. Capital Projects – No Updates

4. Miscellaneous – No Updates

Respectfully submitted by:

Timothy A. Boyd

Timothy A. Boyd, P.E.
Executive Director

2. STATEMENT OF ACCOUNTS - AUGUST 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	3,403,134.00	4,537,513.00	75%
Interest / Misc. Income	17,533.52	45,428.42	20,000.00	227%
Total Revenues	17,533.52	4,628,774.30	5,545,956.00	83%
<i>Grant Reimbursement</i>	<i>11,513.00</i>	<i>76,755.00</i>	<i>418,780.00</i>	<i>18%</i>
Expenses				
Administration	49,102.96	403,921.06	684,934.00	59%
Union	78,440.32	644,924.31	1,134,557.00	57%
P/R Taxes	9,733.48	85,256.42	154,657.00	55%
Workers Comp	7,057.75	21,173.25	26,000.00	81%
Insurance (Life)	931.76	8,410.41	15,850.00	53%
Insurance (Med/Dent)	91,512.94	433,532.40	579,080.00	75%
Pension	1,170.00	41,982.98	54,000.00	78%
Training	932.72	4,735.27	14,000.00	34%
Plant Chemicals	5,014.47	81,702.62	208,200.00	39%
Laboratory	3,713.55	19,425.59	33,000.00	59%
Fuel (Natural Gas)	38.57	312.34	9,000.00	3%
Electric	65,783.35	285,292.67	649,200.00	44%
Operations Engineer	297.50	6,147.20	20,000.00	31%
Outside Lab Test	3,159.15	13,156.50	71,000.00	19%
Maintenance & Repair	49,025.96	209,863.90	300,000.00	70%
Materials & Supplies	4,274.21	19,589.25	40,000.00	49%
Safety Equipment	318.99	3,264.58	7,800.00	42%
Equipment Replacement	0.00	9,150.68	5,000.00	183%
Vehicle Expenses	782.95	16,670.54	30,000.00	56%
Utilities (Potable Water)	1,771.57	12,787.28	25,200.00	51%
Service Contracts	8,045.11	49,256.34	69,520.00	71%
Sludge Disposal	43,926.83	371,094.63	595,400.00	62%
Authority	0.00	4,699.50	9,400.00	50%
Auditing & Accounting	0.00	20,631.00	21,000.00	98%
Legal	266.00	3,610.00	15,000.00	24%
Permits & Fees	500.00	1,905.00	12,475.00	15%
Office Supplies/Admin. Misc.	296.19	2,639.38	12,000.00	22%
Communications	1,239.79	8,581.52	14,700.00	58%
Postage	0.00	535.82	1,436.00	37%
Insurance (Liability)	36,229.75	108,689.25	157,332.00	69%
Bank Charges	0.00	0.00	3,900.00	0%
Contingency	0.00	0.00	50,000.00	0%
<i>Scum Concentrator - Grant</i>	<i>0.00</i>	<i>76,756.00</i>	<i>418,780.00</i>	<i>0%</i>
Total Expenses	463,565.87	2,969,697.69	5,023,641.00	58%
EXCESS REVENUE OVER EXPENSES		1,735,831.61		

3. ACCOUNT SUMMARY AS OF 07/31/2025

OPERATING ACCOUNTS SUMMARY

	Account #	Debit	Credit	Amount
<u>Operating Funds</u>				
Operating Checking	537-9023	370,713.19	311,859.74	954,257.39

CAPITAL ACCOUNTS SUMMARY

Plymouth Plant Expansion	537-9065	0.00	1,531.92	413,879.84
East Norriton Plant Expansion	537-9052	0.00	1,494.41	403,614.19
Whitpain Plant Expansion	537-9049	0.00	120.28	32,879.61
Capital Checking	537-9078	3,535.24	290.60	76,199.23
2013 BRI Fund	537-9082	0.00	836.88	234,229.89
Authority Account	537-9081	0.00	225,949.92	1,750,062.88
TOTAL				3,865,123.03

CIP

Req. No.	Description of Services	Vendor	Amount
AU601	Replace Chlorine Contact #4 TF	Ply-Mar Construction	7,890.00
			Total
			\$7,890.00
			Ending Balance
			\$3,857,233.03

BOND ACCOUNTS SUMMARY

2013 BRIF	146613004	0.00	173.74	173.74
2020 Debt Serve Reserve	537-9099	0.00	5,325.24	1,438,262.55
2020 Debt Service Fund	238866000	0.00	12.29	3,837.58
2020 Bond Revenue	238866002	0.00	2.04	637.04
				1,442,910.91

ATTACHMENT D

August Bill List

Name	Description	Amount
ACS	Calibrate Flow Meters	2,425.60
BSI	Repair WS Pump & Rental Generator @ Sawmill	20,656.00
Carroll Engineering	Attend Board Meeting & Report	297.50
Clarke Gallagher	Review Board Packet & Attend Board Meeting	266.00
Comcast	Sawmill Internet	159.89
Commonwealth of PA	Chapter 302 2025 Annual Service Fee	500.00
Core & Main	CO2 Valve & Parts for TF Drain Repair	4,528.76
Deckman Motor	Rebuild ES & Tanker Pit Pumps	11,690.00
DVHIT	2 Months Medical, Dental & RX Insurance	91,512.94
DVPLT	Quarterly PL Premium	36,229.75
DVWCT	Quarterly WC Premium	7,057.75
Eurofins	2025 Wet Weather PCB Testing	1,552.00
Excelsior	Blower Inspection and Oil Change	2,361.10
Coyne Chemical.	Endimal	4,798.51
Grainger	Pressure Gauges/Drain Valves & Filters	283.61
GT&S	2 Months Phone System Maintenance Contract	159.90
J & J Landscaping	July Lawnservice	2,400.00
JG Environmental	Remove/Dispose Scum Concentrator Debris	2,520.58
Kendall Electric	Misc. Electrical Supplies	1,708.35
MetLife	Life, STD & LTD Insurance	931.76
PAWC	Water - Plant	1,654.81
PAWC	Water - Sawmill	116.76
Pace Analytical	2025 Wet Weather PCB Testing	561.00
Peco	Gas	38.57
Peco	Sawmill	8,582.29
Peco	Walton Road	46.89
Peco	Sheffield Drive	46.74
Peco	Plant	30,857.61
PLY-MAR Construction	Repair Utility Water Line	3,952.00
Sherwood Logan	Parts for Centrifuge Gear Box	1,282.70
Jaydor	Repair #4 Overhead Door	412.50
Todd Fox	Boot Allowance	229.99
United Trucking	Sludge Disposal	41,406.25
Verizon	Plant	388.94
Verizon	Sheffield Drive	46.62
Verizon	Sawmill	84.78
Verizon	Walton Road	43.33
Vestis	Uniforms	721.26
Waste Management	Grit & Trash Disposal	1,802.57
Y-Pers Inc.	Soap Dispensers	174.37

284,489.98

ATTACHMENT D

August Bill List

Name	Description	Amount
Ratify Payroll		
07/17/25 Payroll - 1510 hours, 8 hours OT (6th Day), 16 hous TRIP (HOL)		70,181.09
07/03/25 Payroll - 1518 hours, 8 hous OT (Sick)		68,265.67
		<u>138,446.76</u>
Ratify Check #26973	Peco - Plant	26,249.82
Ratify Check #26974	Touchtone - Long Distance Phone Charges	73.48
Ratify Check #26975	Verizon - Walton Road	44.07
Ratify Check #26976	Comcast - Sawmill Internet	159.89
	Ratify BMO P-Card Purchases INV# 702149-2506	
Vehicle Expense	Vehicle Expenses/ Fuel & Repairs	782.95
Lab	Lab	3,713.55
Materials & Supplies	Plant Materials & Supplies	2,107.88
Maintenance & Repair	Maintenance & Repairs	4,078.68
Service Contracts	Service Contracts	600.00
Office Supplies	Office Supplies	296.19
Chemicals	Chemicals	215.96
Communications	Communications	238.79
Safety Equipment	Safety Equipment	89.00
Outside Lab Testing	Outside Lab Testing	1,046.15
Training	Training	932.72
		<u>14,101.87</u>
	TOTAL PAYABLES	<u><u>463,565.87</u></u>

ATTACHMENT E

SUPERINTENDENT REPORT FOR JULY 2025

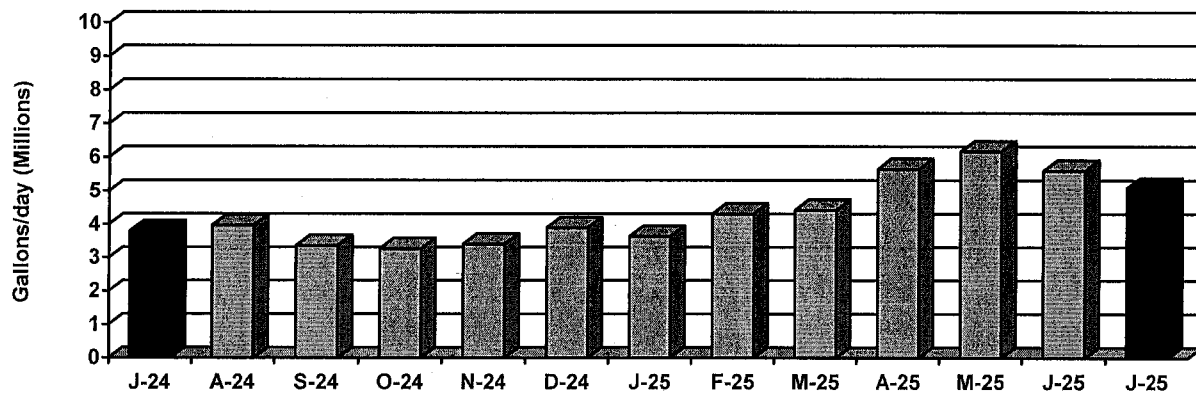
A. <u>PLANT OPERATION PERFORMANCE</u>	1
B. <u>SAWMILL RUN PUMP STATION</u>	3
C. <u>MAINTENANCE: IN-HOUSE AND CONTRACT</u>	3
<u>General</u> :.....	3
<u>Headwork's</u> :	3
<u>Activated Sludge</u> :.....	3
<u>Trickling Filters</u> :	3
<u>Sludge Processing</u> :.....	4
<u>Disinfection</u> :	4
<u>Laboratory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

A. PLANT OPERATION PERFORMANCE

Discharge Parameters & Units	Monthly Average	Maximum	Minimum	Permit Limit	Removal Efficiency
Daily Flow, million gallons/day	5.08	9.27	3.99	8.67 (Max Avg. Monthly)	--
CBOD (Biochemical Oxygen Demand), mg/l	5.4	9.5	3.0	20 (Max Avg. Monthly)	97.0%
Total Suspended Solids, mg/l	6	9	4	30 (Max Avg. Monthly)	97.1%
Ammonia-Nitrogen, mg/l	3.4	4.9	1.2	20 (Max Avg. Monthly)	--
pH, S.U.	7.3	7.5	7.1	6.0 (Min.) 9.0 (Max)	--
Chlorine Residual, mg/l	.40	.73	.09	0.5 (Max Avg. Monthly) 1.2 (Inst. Max)	--
Dissolved Oxygen, mg/l	8.1	8.6	7.9	5.0 (Min. at all times)	--
Fecal Coliform/100 ml, Geo. Mean	3	--	--	200/100ml (Max)	--

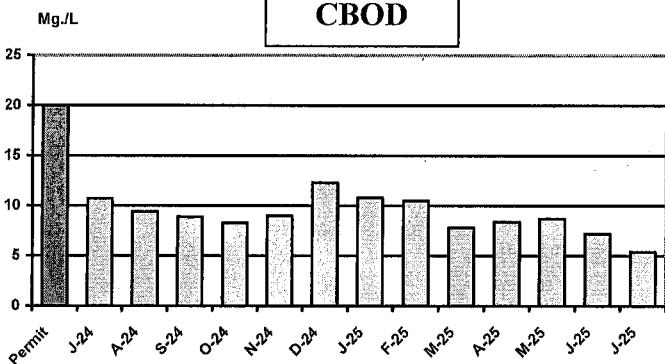
Note: Final numbers may vary due to end-of-the-month data availability at the time of this report.

There were two rain events greater than one inch for the month. July 1st was 1.77" and July 31st was 1.24". The total rainfall for the month was 4.68 inches.

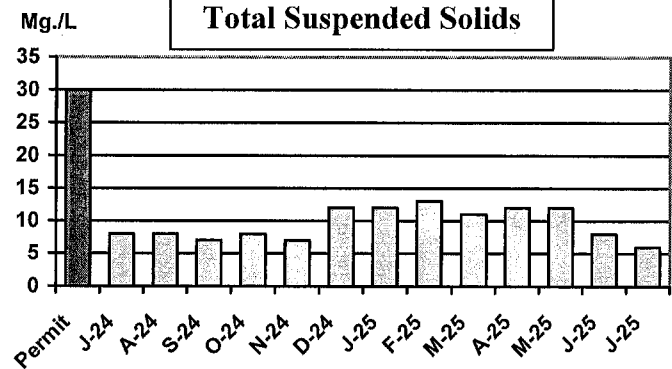


	Jul-24	Jul-25	YTD
Averages	3.79	5.08	4.98

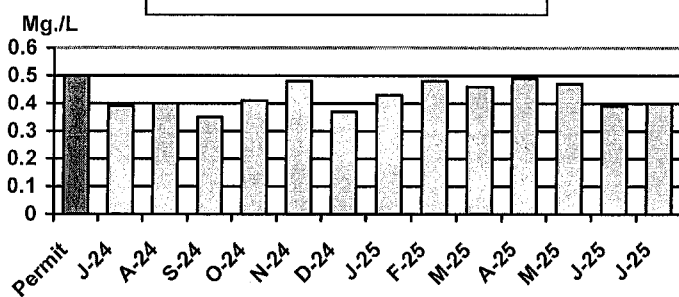
CBOD



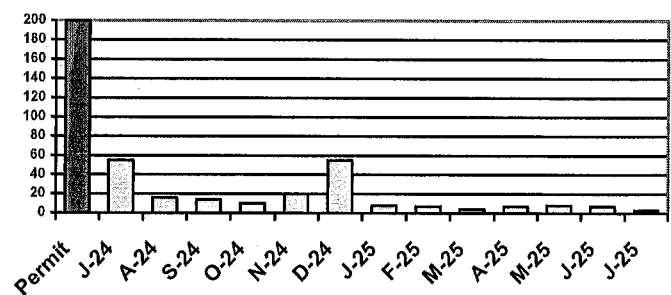
Total Suspended Solids



Chlorine Residual



Fecal Coliform
100ml Geo. Mean



B. SAWMILL RUN PUMP STATION

All equipment is working well, and routine maintenance continues.

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

Pump #4 is out of service for a VFD issue. BSI is working on a resolution.

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:

Allied Controls Inc. performed calibrations on all billing meters for the 3rd quarter.

We hosted a tour/training for several EPA personnel on the 23rd. It included Enforcement, Legal and Permit Writers from the Philadelphia office.

Headworks:

All equipment is working well, and scheduled maintenance continues.

During the month, the screening and grit equipment collected approximately 9.50 cubic yards of screenings and 4.19 cubic yards of grit.

Activated Sludge:

All equipment is working well, and scheduled maintenance continues.

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

Trickling Filters:

All equipment is working well, and scheduled maintenance continues.

A drain valve could not be opened on the #4 chlorine contact tank. We ordered the parts and Ply-Mar came in excavated and replaced the valve.

Sludge Processing:

All equipment is working well, and scheduled maintenance continues.

The total dewatered sludge tons for the month were 262.63.

The polymer system PLC failed and needed to be replaced.

The centrifuge developed a seal leak and was dripping oil. We are using the two-meter press until the parts come in and we can schedule installation.

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.

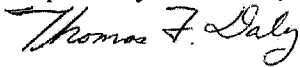
Safety:

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

Continuing Education/Training:

There is training scheduled for all personnel in September. We are continuing the online training as needed.

Respectfully Submitted,



Thomas F. Daly
Plant Superintendent
8/13/25

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

DATE	RAINFALL	PLANT	EAST NORRITON	WHITPAIN	PLYMOUTH
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
6/30/2025	2.41	5,598,065	1,967,221	1,991,496	1,639,348
7/31/2025	4.68	5,077,274	1,849,083	1,815,273	1,412,917
TOTALS	30.81	52,735,311	20,520,383	18,365,645	13,872,097
PERCENTAGE (12 Month Period)			38.9%	34.8%	26.3%

EDU SUMMARY

TOTAL ALLOWABLE EDUs	12,565	12,565	12,565
EDUs USED TO DATE	(11,127)	(9,729)	(11,083)
AVAILABLE EDUs	1,438	2,836	1,482
EDUs THIS QUARTER	0	0	0
TOTAL AVAILABLE EDUs	1,438	2,836	1,482