

NORRISTOWN MUNICIPAL WASTE AUTHORITY
MINUTES OF THE MEETING
DECEMBER 9, 2020

CALL TO ORDER:

The December meeting of the Board of the Norristown Municipal Waste Authority (“NMWA”) was called to order by Chairman Gregory Nester at 6:45 PM. The meeting was conducted by video conference.

ROLL CALL:

Board members present:

Gregory Nester
Cyril Burke
Fernando Feliciano
Cathy Lawrence
Jack Ochnich

Also in attendance:

Ken Ferris, Rudolph, Rudolph Clarke, LLC
John Larson, NMWA
Barry Thompson, Keystone Alliance Consulting

PUBLIC COMMENT:

None.

APPROVAL OF MINUTES:

On a motion by Mr. Feliciano, seconded by Mr. Burke, the NMWA unanimously approved the Minutes of the November 11, 2020 Authority Meeting. Ms. Lawrence and Mr. Ochnich abstained since they did not attend the meeting.

STAFF REPORTS:

Mr. Nester commented that staff reports were distributed to the Board along with other meeting documents. He asked if anyone had a question regarding the staff reports. There were none.

OLD BUSINESS:

None.

NEW BUSINESS:

Mr. Thompson reminded the NMWA Board that he previously sent the 2021 Operating Budget along with a highlight of certain aspects of the budgeting process. He noted that the budget does not include any sewer rate increase for 2021.

On a motion by Ms. Lawrence, seconded by Mr. Feliciano, the NMWA unanimously approved the 2021 Operating Budget in the amount of \$5,425,000.

MONTHLY DISBURSEMENTS TO VENDORS AND FOR PROFESSIONAL SERVICES:

- Total Operation Disbursements for December	\$155,900.61
- Capital Expenditures	\$1,221,116.36
- Developer Escrow	\$903.50
- TOTALS FOR DECEMBER	\$1,377,920.47

On a motion by Ms. Lawrence, seconded by Mr. Burke, the NMWA unanimously approved the monthly disbursements for December 2020 in the total amount of \$1,377,920.47.

OTHER COMMENTS:

The next NMWA Board meeting is scheduled for January 13, 2021.

ADJOURNMENT:

On a motion by Ms. Lawrence, the NMWA Board Meeting was adjourned.

SUBMITTED BY: BARRY THOMPSON

NORRISTOWN MUNICIPAL WASTE AUTHORITY
MINUTES OF THE MEETING
JANUARY 13, 2021

CALL TO ORDER:

The January meeting of the Board of the Norristown Municipal Waste Authority (“NMWA”) was called to order by Chairman Gregory Nester at 6:45 PM. The meeting was conducted by video conference.

ROLL CALL:

Board members present:

Gregory Nester
Fernando Feliciano
Cathy Lawrence
Cyril Burke

Also in attendance:

Ed Rudolph, Rudolph Clarke, LLC
John Larson, NMWA
Barry Thompson, Keystone Alliance Consulting

ELECTION OF OFFICERS:

On a motion by Mr. Nester, seconded by Mr. Burke, the NMWA Board unanimously approved the following motion:

“Moved that effective this date the Board of the Norristown Municipal Waste Authority (“Authority”) does hereby elect the following members to the office indicated in accordance with the Municipality Authorities Act, the By-Laws of the Authority and all applicable laws of the Commonwealth of Pennsylvania.

<u>MEMBER</u>	<u>TITLE</u>
Gregory Nester	Chairperson
Cyril Burke, Jr.	Vice-Chairperson
Fernando Feliciano, Jr.	Treasurer
Jack Ochnich	Secretary
Cathy Lawrence	Assistant Treasurer/Secretary

It is further moved that the term of each member to the respective office hereinabove designated shall terminate upon the commencement of the first meeting of the Authority Board in the year 2022.”

PUBLIC COMMENT:

None.

APPROVAL OF MINUTES:

On a motion by Mr. Feliciano, seconded by Ms. Lawrence, the NMWA Board approved the Minutes of the December 9, 2020 Authority Meeting.

STAFF REPORTS:

Mr. Nester commented that staff reports were distributed to the Board along with other meeting documents. He asked if anyone had a question regarding the staff reports. There were none.

Mr. Thompson indicated that the accounts receivable ended the year at \$1,004,853 and the financial operations showed a surplus for the year of \$317,550, which will be transferred from the Operating Reserve Fund to the Capital Fund to help pay for some of the proposed capital improvements to the wastewater treatment plant.

OLD BUSINESS:

None.

NEW BUSINESS:

On a motion by Mr. Burke, seconded by Mr. Feliciano, the NMWA unanimously approved the appointment of the engineering firm of Remington, Vernick and Beach as Consulting Engineer.

On a motion by Mr. Burke, seconded by Mr. Feliciano, the NMWA unanimously approved the appointment of the law firm of Rudolph Clarke, LLC as Solicitor.

On a motion by Ms. Lawrence, seconded by Mr. Burke, the NMWA unanimously approved the appointment of the consulting firm of Keystone Alliance Consulting as Management Consultant.

Mr. Thompson noted that the creation of the Norristown Student Scholarship Foundation was presented at the December Authority meeting and the documents creating the Foundation were distributed to the NMWA Board. He added that the two items for consideration were the funding of the Foundation by the Authority and the appointment of two Authority members to the Board of Trustees of the Foundation as outlined in the documents. After a discussion of the Foundation and the benefit to the community, the NMWA Board stated its desire to move forward.

On a motion by Mr. Feliciano, seconded by Mr. Burke, the NMWA unanimously approved Resolution No. 2021-01-1 authorizing the appropriation of \$25,000 for the initial funding of the Norristown Student Scholarship Foundation and approving the appointment of Gregory Nester and Cyril Burke, Jr. as members of the Board of Trustees of the Norristown Student Scholarship Foundation upon establishment of such Foundation.

MONTHLY DISBURSEMENTS TO VENDORS AND FOR PROFESSIONAL SERVICES:

Total Operation Disbursements for January	\$187,338.96
Capital Expenditures	\$460,654.83
Developer Escrow	\$1,142.25
TOTALS FOR JANUARY	\$649,136.04

On a motion by Mr. Feliciano, seconded by Ms. Lawrence, the NMWA unanimously approved the monthly disbursements for January 2021 in the total amount of \$649,136.04.

OTHER COMMENTS:

The next NMWA Board meeting is scheduled for February 10, 2021.

ADJOURNMENT:

On a motion by Mr. Feliciano, the NMWA Board Meeting was adjourned.

SUBMITTED BY: BARRY THOMPSON

NORRISTOWN MUNICIPAL WASTE AUTHORITY
MINUTES OF THE MEETING
FEBRUARY 10, 2021

CALL TO ORDER:

The February meeting of the Board of the Norristown Municipal Waste Authority (“NMWA”) was called to order by Chairman Gregory Nester at 6:45 PM. The meeting was conducted by video conference.

ROLL CALL:

Board members present:

Gregory Nester
Cathy Lawrence
Cyril Burke
Gary Simpson

Also in attendance:

Ed Rudolph, Rudolph Clarke, LLC
Joshua Fox, HRG
John Larson, NMWA
Barry Thompson, Keystone Alliance Consulting

PUBLIC COMMENT:

None.

APPROVAL OF MINUTES:

On a motion by Mr. Burke, seconded by Ms. Lawrence, the NMWA Board approved the Minutes of the January 13, 2020 Authority Meeting. Mr. Simpson abstained since he did not attend the January meeting.

STAFF REPORTS:

Mr. Nester commented that staff reports were distributed to the Board along with other meeting documents. He asked if anyone had a question regarding the staff reports. There were none.

Mr. Fox provided an update on the sewer plant upgrading. He shared pictures of the progress of the work at the wastewater treatment plant and noted that the current work is focused on completing the renovations to the belt filter press building and installing the new sludge dewatering equipment. He added that construction is ongoing on the aeration process. Finally, he indicated that construction is now anticipated to be completed by August.

Mr. Thompson stated that the accounts receivable decreased slightly in January over the year end amount. He pointed out that the major factor behind the increase in the accounts receivable during the pandemic is the delinquency rate among landlord customers. Mr. Rudolph noted that it might be appropriate at this time to consider reintroducing the penalty on overdue balances but establishing a threshold for its imposition.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

MONTHLY DISBURSEMENTS TO VENDORS AND FOR PROFESSIONAL SERVICES:

Total Operation Disbursements for February	\$134,348.41
Capital Expenditures	\$174,883.17
Developer Escrow	\$1,709.00
TOTALS FOR FEBRUARY	\$310,940.58

On a motion by Ms. Lawrence, seconded by Mr. Burke, the NMWA Board approved the monthly disbursements for February 2021 in the total amount of \$310,940.58. Mr. Simpson abstained.

OTHER COMMENTS:

The next NMWA Board meeting is scheduled for March 10, 2021.

ADJOURNMENT:

On a motion by Ms. Lawrence, the NMWA Board Meeting was adjourned.

SUBMITTED BY: BARRY THOMPSON