

CHALFONT-NEW BRITAIN TOWNSHIP JOINT SEWAGE AUTHORITY

BOARD MEETING MINUTES

June 12, 2012

The semi-monthly meeting of the Chalfont-New Britain Township Joint Sewage Authority was held on Tuesday, June 12, 2012, in the Authority's meeting room.

Present: Joseph Bonner, Chairman; Timothy Hagey, Assistant Treasurer; William Rissinger, Vice Chairman; Gustave Haun, Treasurer, William Evans, Secretary; and Donald Cameron, Assistant Secretary. Also present were Joseph Bagley, Solicitor; John Schmidt, Executive Director; Joseph Nolan, Engineer; and Thomas Hauser, Superintendent.

The Chairman called the meeting to order at 7:30 p.m.

ADOPTION OF MINUTES

MOTION: It was **MOVED** by Mr. Evans and **SECONDED** by Mr. Cameron to approve the minutes of the meeting of May 8, 2012, as revised at the May 22 meeting. The motion was unanimously adopted.

MOTION: It was **MOVED** by Mr. Evans and **SECONDED** by Mr. Haun to approve the minutes of the meeting of May 22, 2012, as distributed to the Board. The motion was adopted 5-0. Mr. Cameron abstained due to his absence from the meeting.

PUBLIC COMMENT

No members of the public were present.

REPORTS OF OFFICERS

It was reported that Phyllis Frey's letter of retirement had been received and distributed to the Board. The Board generally discussed a way to honor Phyllis Frey on her retirement.

Mr. Evans recommended new leaf springs for the Vactor truck. A discussion ensued regarding modification of the leaf springs for the Vactor truck. Mr. Schmidt indicated that it would be looked into.

COMMITTEE REPORTS

There were no Committee reports.

EXECUTIVE DIRECTOR'S REPORT – John E. Schmidt

Mr. Schmidt reported that he was initially informed by the insurance broker of a 13% increase in dental insurance for the coming year. That projected increase is now proposed as only 10%. The broker reported that part of the reason for the increase is heavy usage by employees during the first year. The 10% rate is still less than the cost if the Authority had committed to a 2-year rate last year.

There was a brief discussion about being self-insured.

MOTION: It was **MOVED** by Mr. Evans and **SECONDED** by Mr. Haun to approve the payment of the 10% increase in dental insurance coverage. The Motion was unanimously adopted.

Mr. Schmidt reported that the sewer planning module for the Madison Apartment Project has been approved by DEP. The developer has scheduled a pre-construction meeting within the next 2 weeks. There was a general discussion regarding aspects of the Developer's Agreement with Madison.

Mr. Schmidt reported on the request involving a property owner on Hellberg Avenue. The owner hired a plumber to clear a blocked sewer at their house, but the problem was discovered to be in the Authority's sewer main. Authority personnel responded and cleared the line. The problem was found to be root growth in the main; staff has followed up by cutting roots and using root killer to address the problem. This is part of a sewer line where accessibility is not good. This is an area which may be eligible for grouting and/or relining.

MOTION: It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Cameron to reimburse the homeowner \$350 in plumbing costs due to root intrusion into the Authority sewer line. The motion was unanimously adopted.

Mr. Schmidt reported to the Board that the second meeting in August will conflict with the PMAA Conference held in Hershey. There was a discussion about who would be attending the PMAA Conference in Hershey.

It was reported last month that the first inspection by DEP (instead of the Bucks County Health Department) occurred. A notice has since been received from the inspector trainee regarding an alleged operations and maintenance violation. Mr. Schmidt and Mr. Hauser discussed the inspection. Mr. Schmidt remarked the fact that he will be writing a letter, with staff, to respond to the notice, note that the conditions described do not amount to a permit violation and ask for withdrawal of the notice.

ENGINEER'S REPORT – Joseph Nolan, P. E.

Mr. Nolan reported that the Phase II Expansion and Upgrade Project has been advertised and plans and specifications have been received which are now available for pickup by potential bidders. As a result, the Phase II design is completed and "on the streets". Mr. Nolan expects to award a bid at the second meeting in July.

Mr. Nolan reported that in the bill packet the Board will see a bill for approximately \$12,000.00 for the Delaware River Basin Commission. Mr. Nolan explained the history of attempted payment of the permit fee to the DRBC by the Authority. The DRBC permit fee is based upon the percent of the total construction costs. There was a discussion about payment of the permit fee for DRBC.

Mr. Nolan reported on contact with Doylestown Township regarding the need to apply for and pay for an electrical permit and mechanical permit for the Phase II Expansion and Upgrade Project. There was a discussion regarding requesting Doylestown Township to waive permit fees as consideration for the easement sought by Doylestown Township.

Mr. Nolan presented Requisition No. 114 for Capital Expenditures in the amount of \$5,334.95, representing payments for engineering work for the Silo Rehabilitation Project, the Pump Station No. 1 and No. 5 Bypass Project and the Pump Station No. 4 Electrical Project. Mr. Nolan recommended approval.

MOTION: It was **MOVED** by Mr. Rissinger and **SECONDED** by Mr. Cameron to approve Requisition No. 114 for Capital Expenditures in the amount of \$5,334.95. The Motion was unanimously adopted.

Mr. Nolan next presented Requisition No. 157 for Capital Improvements in the amount of \$79,719.48 representing engineering design work for the Phase II Plant Expansion and Upgrade Project and the additional permit fee for the DRBC.

MOTION: It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Hagey to approve Requisition No. 157 for Capital Improvements in the amount of \$79,719.48. The Motion was unanimously adopted.

SOLICITOR'S REPORT – Joseph M. Bagley, Esquire

Mr. Bagley reported on recent contact with neighbors regarding the Pump Station No. 6 Improvements Project.

Mr. Bagley also reported on the drafting of a resolution regarding authorization under the Electronic Bidding Act for the Authority to have the option to proceed by way of electronic bids.

Mr. Bagley reported on the execution of a \$2,400.00 judgment by the Authority against a delinquent customer.

TREASURER'S REPORT – Gustave Haun, Treasurer

Mr. Haun reviewed the General Operating Expenses and the previously-approved Capital Expenditures and Capital Improvements and Miscellaneous Extraordinary Expenses totaling \$501,411.39. Mr. Haun recommended approval to pay the bills.

MOTION: It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Rissinger to approve payment of the total expenditures for the month amounting to \$501,411.39. The Motion was unanimously adopted.

Mr. Haun reviewed the escrow disbursements for the month totaling \$2,397.39. Mr. Haun recommended disbursement of the funds.

MOTION: It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Rissinger to approve the escrow disbursements. The Motion was unanimously adopted.

OTHER BUSINESS

There was a general discussion about whether the insurance broker should be invited to a Board meeting to talk about insurance packages. One Board member expressed no interest in having the broker appear. Another Board member expressed interest in having the broker appear if Mr. Evans wanted a presentation. There was no consensus reached. The Chairman noted that he will not be present for the June 26 meeting. There was a general discussion whether improved lighting in the Administration Building should be explored. There was no resolution to the discussion.

MOTION: It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Evans to adjourn the meeting. The Motion was unanimously adopted.

The meeting was adjourned at approximately 8.42 p.m.

Respectfully submitted,

Approved by the Board with no changes 7/10/12

Joseph M. Bagley, Solicitor