

CHALFONT-NEW BRITAIN TOWNSHIP JOINT SEWAGE AUTHORITY

BOARD MEETING MINUTES

June 26, 2012

The semi-monthly meeting of the Chalfont-New Britain Township Joint Sewage Authority was held on Tuesday, June 26, 2012, in the Authority's meeting room.

Present: William Rissinger, Vice Chairman; Timothy Hagey, Assistant Treasurer; 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. Joseph Bonner, Chairman was absent.

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

PUBLIC COMMENT

No members of the public were present.

REPORTS OF OFFICERS

There were no reports of officers.

COMMITTEE REPORTS

Mr. Evans gave the committee report for the Personnel Committee. The Committee proposed hiring Sue Constable, a former employee, as a part-time employee this summer with the goal of hiring her full-time in the fall. For the summer, she would work 20 hours and a Committee recommendation was given about her hourly wage. It was reported that Ms. Constable had performed the same job during her former employment.

MOTION: It was **MOVED** by Mr. Haun and seconded by Mr. Rissinger to hire Sue Constable part-time this summer at 20 hours per week and full-time in the fall contingent upon a performance review. The Motion was unanimously adopted.

The Personnel Committee also recommended that Alison Oldfield be assigned the work duty formerly held by Phyllis with a commensurate increase in her pay as recommended by the Personnel Committee. It was further recommended that Leslie Truscott be assigned more personnel responsibilities with a commensurate increase in pay (as specifically recommended by the Personnel Committee), along with an increase in pay for Rosemary Perrine.

MOTION: It was **MOVED** by Mr. Haun and seconded by Mr. Hagey to adopt the recommendation of the Personnel Committee with commensurate increases in hourly wages for Alison Oldfield, Leslie Truscott and Rosemary Perrine. The Motion was unanimously adopted.

Mr. Schmidt advised the Board on various arrangements which will be made to commemorate the retirement of Phyllis Frey from the Authority. Mr. Bagley will prepare a proclamation for the Authority's July 10 meeting.

SUPERINTENDENT'S REPORT – Thomas Hauser

Mr. Hauser reported that operations of the plant were normal for the month of May. The typical type of repair projects around the plant were performed.

Precipitation: 5.2 inches

Average daily flow: 3.75 MGD

Peak day flow: 5.68 MG

All process performance was within limits.

Routine maintenance was performed as scheduled. There was a discussion about the cost of ferrous chloride recently purchased in relation to the cost of prior purchases and the difference in market price between recycled ferrous chloride and the regular type. Mr. Hauser reported on repairs made when a chain broke on the No. 5 aerator and a “soft start” burned out on the No. 2 aerator.

Mr. Hauser also reported that the slip lining job in the Tower Hill area was reviewed through televising and some leaks were found. He reported it to the slip lining contractor who went out and performed repairs.

A question was asked by the Board about the notice of violation received from DEP. Mr. Schmidt reported that a letter was written to DEP asking them to withdraw the letter which was responded to with a telephone call from DEP asking that the Authority prepare the customary response to the NOV. That response will state once again that there was no basis for the NOV.

There was a discussion about moving the lateral on County Line Road for a construction project.

EXECUTIVE DIRECTOR’S REPORT – John Schmidt

Mr. Schmidt reviewed the preliminary 2012-13 Budget as distributed to the Board. Among other things, Mr. Schmidt reviewed: payments from Montgomery Township being later than usual and therefore not included in revenue by May 31; the natural gas project and its status; the backup pump for the collection system and the one ordered for Pump Station No. 7; the silo replacement project; the main pump station expenses involving overhauling a pump and buying a new pump; and capital projects having to do with Fund No. 3. Mr. Schmidt also reviewed the Plant Expansion and Upgrade Project, the collection system and the Bristol Road sewer extension in terms of the budget. There was also an extensive discussion regarding cash flow.

The Board recessed into Executive Session at approximately 7:59 p.m. to discuss the pending Croasdale litigation. The Board returned to its regular session at approximately 8:01 p.m.

Mr. Schmidt reviewed an issue arising from a property located at 28 Wilson Avenue. A proposed subdivision of the property has raised a question regarding the number of EDUs needed for the properties. Mr. Schmidt related that many years ago a farmhouse was connected as a failing septic system and a tapping fee was paid. The farmhouse had an in-law suite and at the time the Authority did not charge a separate tapping fee for an in-law suite. The barn on the property was converted into a residence and an office. A subdivision request is now being made to separate the barn from the farmhouse. The Authority’s fee schedule in 2006 required a tapping fee to be charged for each residential dwelling unit. The farmhouse is divided into two (2) separate units, one (1) as a separate dwelling unit apparently still being used by family members but at any time susceptible of being rented out as a separate dwelling unit. A consensus of the Board was that a

tapping fee should be paid in connection with the subdivision if required in accordance with the Authority's fee resolution. John Schmidt will obtain more information from the property owner at a meeting with the Township in order to make a final decision.

Mr. Schmidt reviewed with the Board the extension of a Chalfont Borough trail on a property located on Meadowbrook Lane which is proposed to be overlaid across the top of the Authority's sanitary sewer easement. After discussion, the consensus of the Board was that the trail could be paved over the sanitary sewer easement. Mr. Schmidt indicated that he would have the line televised before the trail was placed on top of it.

Mr. Schmidt and Mr. Bagley reported on the status of the Development Agreement in regards to the Madison Apartment Project. After discussion, it was the consensus of the Board that the entire tapping fee be paid upfront by the Developer as is ordinarily required.

Mr. Schmidt reviewed the June 12 minutes with the Board and asked if there were any changes. There were no requested changes to the minutes.

Mr. Schmidt again reviewed with the Board who would be attending the PMAA Conference and in particular the dinner on Tuesday, August 28.

Mr. Schmidt updated the Board on the Authority website. He is informing the consultant about changes needed to be made to the website content.

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

Mr. Nolan provided an update on the Expansion and Upgrade Project Phase II. A pre-bid meeting was held at the Authority with 30 complete sets of engineering plans and bid documents distributed to potential bidders.

Mr. Nolan also reported on the status of the Silo Replacement Project public bidding. Two (2) bids were received. Both bids were substantially in excess of what CKS estimated for the Project. There was a consensus of the Board that it was in the best interests of the Authority to reject all bids.

MOTION: It was **MOVED** by Mr. Hagey and seconded by Mr. Haun to reject all bids for the Silo Project and re-advertise the bidding. The Motion was unanimously adopted.

The question was asked of Mr. Nolan about the status of the pending application in the Delaware River Basin Commission for the Upgrade and Expansion Project. Mr. Nolan indicated that the DRBC had placed Chalfont's application on its draft docket for July 11.

SOLICITOR'S REPORT – Joseph Bagley, Esquire

Mr. Bagley presented proposed Resolution No. 2012-2 which would authorize the use of competitive electronic auction bidding, at the selection of the Authority, for contracts for supplies or services in accordance with the Electronic Bidding Act.

MOTION: It was **MOVED** by Mr. Haun and seconded by Mr. Hagey to approve Resolution No. 2012-2 as presented to the Board.. The Motion was unanimously adopted.

The Vice Chairman inquired about topics for the July 10 agenda. The Silo rebid was referenced.

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

The meeting was adjourned at approximately 8:53 p.m.

Respectfully submitted,

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

Joseph M. Bagley, Solicitor