

**CHALFONT-NEW BRITAIN TOWNSHIP JOINT SEWAGE AUTHORITY**

**BOARD MEETING MINUTES**

**February 12, 2013**

The semi-monthly meeting of the Chalfont-New Britain Township Joint Sewage Authority was held on Tuesday, February 12, 2013, in the Authority's meeting room.

**Present:** Timothy Hagey, Assistant Treasurer; William Rissinger, Vice Chairman; Gustave Haun, Treasurer; Donald Cameron, Assistant Secretary; and William Evans, 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.

**APPROVAL OF MINUTES**

**MOTION:** It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Evans to approve the minutes of the meeting of January 8, 2013 as distributed to the Board. 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 January 22, 2013 as distributed to the Board. The motion was unanimously adopted.

**PUBLIC COMMENT**

No members of the public were present.

**REPORTS OF OFFICERS**

There were no reports from officers.

**COMMITTEE REPORTS**

There were no committee reports presented.

**EXECUTIVE DIRECTOR'S REPORT – John E. Schmidt**

The owners of 18 Cedar Hill Road have received sewer connection approval from the Township. Mr. Schmidt counter-signed the approval on behalf of the Authority and the owner has been invoiced for the tapping fee. The Authority is awaiting a response.

The PECO gas bills have been received for the last four (4) months. The bills were held up by the PECO billing department to verify the Authority's usage of gas. Mr. Schmidt projects that approximately \$60,000-\$70,000 will be used annually in natural gas consumption, as compared to approximately \$160,000-\$170,000 in fuel oil previously purchased on an annual basis.

Mr. Schmidt presented the annual request by the Lenape Valley Scholarship Fund for a donation.

**MOTION:** It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Hagey to donate \$200 to the Lenape Valley Scholarship Fund. The motion was adopted 4-0 with Mr. Evans abstaining from the vote due to his position on the Lenape Valley Scholarship Board.

Mr. Schmidt reported that the credit card system is up and working online. Two customers have paid their bills online so far.

Mr. Schmidt heard from Doylestown Township about its proposed bike trail for the first time in several months. An engineer on behalf of the Township contacted Mr. Schmidt today to present a plan which showed an easement through the area of the property already clear cut with no easement across the length of Upper State Road on Authority property. Mr. Bagley indicated he will reach out to Attorney Jeff Garton with regard to the Easement Agreement.

Mr. Schmidt requested that any Board members interested in attending the PMAA Board training sessions on March 13 notify him by the next Board meeting. The cost of registration is slightly less expensive if registered by February 20.

Mr. Schmidt gauged the level of interest of posting the recent Board photo on the Authority website. No members of the Authority present were opposed to posting the photograph. Mr. Evans asked to look at the photo first before expressing his thoughts. Mr. Schmidt was asked to check with Mr. Bonner.

Mr. Schmidt indicated that he would present the 9-month budget at the next Board meeting.

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

Mr. Nolan indicated that work on Phase II of the Expansion and Upgrade Project is continuing. The general contractor is making good progress. The electrical contractor is about to commence work on-site.

With regard to Phase III work, roofing on the digester building has been inspected and an asbestos inspection has been performed on the digester building. The results of the inspection are not yet received.

Mr. Nolan presented Requisition No. 122 for Capital Expenditures in the amount of \$14,968.11, the majority of which represent the last payment for the Silo Project and he recommended approval.

**MOTION:** It was **MOVED** by Mr. Evans and **SECONDED** by Mr. Cameron to approve Requisition No. 122 for Capital Expenditures in the amount of \$14,968.11. The Motion was unanimously adopted.

Mr. Nolan next presented Requisition No. 165 for Capital Improvements in the amount of \$287,471.99, most of which represents payments for the Phase II construction work and work on the SCADA system design and he recommended approval.

**MOTION:** It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Hagey to approve Requisition No. 165 for Capital Improvements in the amount of \$287,471.99. The Motion was unanimously adopted.

There was a brief discussion regarding the electrical contractor for Phase II. In construction progress meetings, the representative of the electrical contractor has raised issues about alternative ways things could be done and designed.

**SOLICITOR’S REPORT – Joseph M. Bagley, Esquire**

Mr. Bagley confirmed that he will reach out to the attorney for Doylestown Township with regard to the Easement Agreement for the bike trail.

**TREASURER’S REPORT – Gustave Haun, Treasurer**

Mr. Haun reviewed the General Operating Expenses amounting to \$235,374.79, the previously-approved Capital Expenditures and Capital Improvements, as well as the expenditures in the Loan fund with the total expenditures for the month amounting to \$559,857.71 and he recommended approval to pay the bills.

**MOTION:** It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Evans to approve the total expenditures for the month of \$559,857.71. The Motion was unanimously adopted.

Mr. Haun next presented the escrow disbursements amounting to \$2,197.24. A question was asked about the disbursement for Penn Forest in the amount of \$2,172.24. Mr. Schmidt explained that it was the return of escrow funds for Escrow Account #1, as approved last meeting.

**MOTION:** It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Hagey to approve the total escrow disbursements of \$2,197.24. The Motion was unanimously adopted.

**OTHER BUSINESS**

Mr. Hagey brought up the issue of potentially holding one of the Board meetings in the afternoon again. There was a discussion regarding meeting in the afternoon. Mr. Hagey and Mr. Evans expressed interest in doing so. Mr. Cameron stated that he was flexible. Mr. Rissinger indicated that he was not in favor of meeting in the afternoon. It was agreed that Mr. Schmidt would contact Mr. Bonner about his sentiments on the issue.

**AGENDA FOR FEBRUARY 26 MEETING**

The issue of possibly meeting in the afternoon for a Board meeting will be discussed. Mr. Schmidt indicated that he will also have the 9-month budget ready for review and discussion.

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

The meeting was adjourned at approximately 7:56 p.m.

Respectfully submitted,

Joseph M. Bagley, Solicitor

William T. Evans, Secretary