

CHALFONT-NEW BRITAIN TOWNSHIP JOINT SEWAGE AUTHORITY

BOARD MEETING MINUTES

April 9, 2013

The semi-monthly meeting of the Chalfont-New Britain Township Joint Sewage Authority was held on Tuesday, April 9, 2013, in the Authority's meeting room.

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

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

APPROVAL OF MINUTES

MOTION: It was **MOVED** by Mr. Rissinger and **SECONDED** by Mr. Cameron to approve the minutes of the meetings of March 12 and March 26, 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

Mr. Evans, on behalf of the Personnel Committee, scheduled a Personnel Committee meeting for Tuesday, April 16, 2013 at 3:30 p.m. The Committee is expected to discuss pricing information for healthcare insurance and will also discuss the short-term disability policy which was expended last year. Mr. Schmidt commented that the timing between the meeting and implementation would be relatively short based on the information having to be finalized in time for the fixing of the healthcare savings plan.

EXECUTIVE DIRECTOR'S REPORT – John E. Schmidt

Mr. Schmidt asked if the members of the Board had any questions about the roof of the digester building following a tour of the building prior to this evening's meeting. There was a brief discussion about having to replace the roof now or replace it later. There was extensive discussion about the characteristics of the building in terms of the future type of roof which would act as a replacement.

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

Mr. Nolan presented a slide show to the Board of progress photos for Phase II of the Upgrade and Expansion Project. The photos depicted blowers, new piping, new intakes, the dissolved air flotation building, old fixtures being replaced with a liquid polymer feed system, old treatment tanks converted for capacity, installation of concrete buttresses in the new tanks, the installation of an electrical duct bank, the use of a coffer dam and a digester wall. The slide show gave an overall view of the current status of the Phase II Project.

Mr. Nolan reported that he expected the equipment delivery from Siemens for the motor control centers for the main control room in July. Mr. Nolan reported on the current status of the general contractor's progress. A progress meeting with both contractors as well as the specialist engineers and representatives from SCADA took place.

The Board recessed into Executive Session at approximately 7:50 p.m. to discuss potential litigation.

The Board resumed its regular session at approximately 8:20 p.m.

Mr. Nolan presented Requisition No. 124 for Capital Expenditures in the amount of \$9,347.79 representing the costs for a pallet lifter, pump supplies and a flow meter.

MOTION: It was **MOVED** by Mr. Rissinger and **SECONDED** by Mr. Haun to approve Requisition No. 124 for Capital Expenditures in the amount of \$9,347.79. The Motion was unanimously adopted.

Mr. Nolan next presented Requisition No. 167 for Capital Improvements in the amount of \$650,319.08 representing payment to the general contractor, the electrical contractor and Keystone Engineering for Phase II Project work as well as to CKS Engineering for construction management and design work. Mr. Nolan recommended approval.

MOTION: It was **MOVED** by Mr. Evans and **SECONDED** by Mr. Hagey to approve Requisition No. 167 for Capital Improvements in the amount of \$650,319.08. The Motion was unanimously adopted.

SOLICITOR'S REPORT – Joseph M. Bagley, Esquire

The Board recessed into Executive Session at approximately 8:24 p.m. to discuss pending litigation involving a former employee of the Authority.

The Board returned to its regular session at approximately 8:27 p.m.

TREASURER'S REPORT – Gustave Haun, Treasurer

Mr. Haun reviewed the General Operating Expenses for the month amounting to \$219,443.71. He also reviewed the previously-approved Capital Expenditures and Capital Improvements and noted a payment under Fund 3 of interest to Univest National Bank in the amount of \$22,042.82, amounting to total expenditures for the month of \$901,153.40 and he recommended approval. A

question was raised regarding Mike Nelson Consulting under expenditures which was noted to involve training.

MOTION: It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Evans to pay the bills as presented by the Treasurer. The Motion was unanimously adopted.

Mr. Haun presented escrow disbursements in the amount of \$2,309.38 and he recommended approval to pay the escrow disbursements.

MOTION: It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Evans to approve the escrow disbursements of \$2,309.38. The Motion was unanimously adopted.

MOTION: It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Haun to dispense with the need to approve by motion internal transfers of escrow disbursements. The Motion was unanimously adopted.

A question was asked about implementation of a new fleet card. Mr. Schmidt indicated that the cards have been received and put into use. There was a slight hitch with regard to getting the tax exemption which has been cleared upon since March.

The Chairman requested any items for the April 23 agenda. There were none.

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 8:34 p.m.

Respectfully submitted,

Joseph M. Bagley, Solicitor

William T. Evans, Secretary