

# CHALFONT-NEW BRITAIN TOWNSHIP JOINT SEWAGE AUTHORITY

## BOARD MEETING MINUTES

**May 28, 2013**

The semi-monthly meeting of the Chalfont-New Britain Township Joint Sewage Authority was held on Tuesday, May 28, 2013, in the Authority's meeting room.

**Present:** Joseph Bonner, Chairman; William Rissinger, Vice Chairman; Gustave Haun, Treasurer; Timothy Hagey, Assistant Treasurer; Donald Cameron, Assistant Secretary; and William Evans, Secretary. Also present were Andrew Freimuth, Solicitor; John Schmidt, Executive Director; Joseph Nolan, Engineer; Thomas Hauser, Superintendent; and Jeffrey P. Wallack of Wisler Pearlstine.

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

### **EXECUTIVE SESSION**

The Board recessed into Executive Session at approximately 7:31 p.m. to discuss potential litigation involving a contractor. The Board returned to its regular session at approximately 7:45 p.m.

Jeffrey P. Wallack left the meeting at approximately 7:46 p.m.

### **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.

### **SUPERINTENDENT'S REPORT – Thomas Hauser**

Mr. Hauser reviewed the process performance for the month. Mr. Hauser reported that plant operations were challenging during the month of April. The annual spring nocardia outbreak occurred during the month. In addition, the final clarifier arm was bent and repaired, and operational problems occurred with one of the centrifuges. Plant staff is scheduled to evaluate the centrifuge problem more in the coming weeks.

Precipitation: 3.6 inches

Average daily flow: 4.43 MGD

Peak day flow: 7.04 MG

Mr. Hauser explained the work done in the plant in the collection system including repair of loose wires in Pump Station No. 7, installation of a flow meter at Pump Station No. 6 and repair of the stop float in the vactor tank. Personnel also televised lines and located leaks in the Highland and Brittany Farms developments, cleaned and televised the line in front of the Chalfont Family Restaurant, performed vactor work for the New Britain Township storm sewer

system and supervised the vacuum and air testing of manholes and laterals at the Madison Apartments development.

Mr. Hauser reported that routine maintenance was performed at the plant as scheduled. Personnel continued to work on the silo. A service contractor was contacted about a worn or damaged accelerator in the No. 1 centrifuge. Mr. Hagey inquired about the age of the centrifuge. Mr. Hauser and Mr. Schmidt reported that it was installed around 2000 or 2001. Modifications to piping were also performed for the new thickened sludge pump in the DAFT building.

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

Mr. Schmidt reported on the engagement letter from Bee Bergvall & Co. regarding auditing services for the Authority over the next three years. Mr. Schmidt informed the Board of the cost of such services as presented in the engagement letter. Mr. Evans asked whether the Authority provides its own payroll services. Mr. Schmidt informed the Board that the Authority does perform its own payroll services. A general discussion ensued regarding the Authority's payroll service.

**MOTION:** It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Rissinger to authorize the Executive Director to sign the engagement letter with Bee Bergvall & Co. for auditing services as specified therein. The Motion was unanimously adopted.

Mr. Schmidt reported that he had received and reviewed information concerning the voluntary short-term disability insurance coverage offered by MetLife and AFLAC. Based on his review, Mr. Schmidt recommended the MetLife coverage over the AFLAC.

**MOTION:** It was **MOVED** by Mr. Evans and **SECONDED** by Mr. Cameron to offer the MetLife short-term disability insurance coverage, on an individual, voluntary basis, to employees. The Motion was unanimously adopted.

Mr. Schmidt discussed with the Board a request from a customer on Cedar Hill Road for financing to connect to the Authority's system. At the time of the Phase II sewer extension, the customer did not take advantage of certain financing options offered by the Authority. The customer now wants to obtain financing for the connection of his property. Mr. Hagey expressed his concern about making the term of any financing arrangement commensurate with the term of other customers on Cedar Hill Road who utilized the Authority's financing options at the time such options were offered. Mr. Haun inquired about the lien process involved in the Authority's financing option. There was general discussion regarding the state of the customer's finances and the financial condition of subject property. The Board reached a consensus that the Authority could pursue financing with the customer consistent with the Board's discussion, and subject to a review of the financial condition of the subject property.

Mr. Schmidt informed the Board that Jamie Schlesinger, formerly employed by Concord, now works as a Senior Managing Consultant with The PFM Group. Mr. Schmidt reminded the Board that Mr. Schlesinger had previously assisted the Authority with financing while working with Concord. He suggested that it would be a good idea for the Board to invite Mr. Schlesinger to a future meeting so that he could reintroduce himself, and his new company, to the Board. It was the consensus of the Board that they would like to invite Mr. Schlesinger to a future meeting.

Mr. Schmidt informed the Board of the upcoming PMAA dinner. He took note of those who wished to attend and their dinner choices. There was general discussion about the topics to be

presented at this year's dinner. Mr. Schmidt also informed the Board of the PMAA Conference and Trade Show from August 25 to August 28 in State College, PA.

The Authority will again provide a truck for this year's July 4th parade.

Mr. Schmidt inquired as to whether there were any necessary revisions to the draft minutes of May 14, 2013. There were none.

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

Mr. Nolan reported that C&T's progress on the Phase II Project continues to be satisfactory. A joint progress meeting is scheduled for Friday, May 31, 2013.

Mr. Nolan reported on three items that he asked the Board to consider.

First, Mr. Nolan indicated that he is waiting to receive pricing on the construction of the new roof for the digester building.

Second, Mr. Nolan informed the Board that the new 12 inch force main for the influent pumping station will terminate approximately 30 feet from the station. New duct banks are expected to be installed in the near future in and around the station which would make the future connection of the force main to the station difficult. Mr. Nolan believed that it would make more sense to bring the force main into the pumping station prior to the duct bank installation. He is looking into the cost of making such connection at this time.

Finally, DEP recently inspected the clarifiers and noted that plug valves needed to be replaced on 2 of the clarifiers. Mr. Nolan reminded the Board that 2 of the 4 clarifiers were replaced during the Phase I Project, and the remaining 2 clarifiers are proposed to be replaced during the Phase III Project. Mr. Nolan would like to get pricing to do the work now. There was general discussion regarding the leaking valves. There was also general discussion regarding the nature of the work required to replace such valves.

Mr. Nolan recommended that information on the cost of the roofing project, the connection of the force main to the influent pumping station and the replacement of 2 clarifiers be gathered for the Board's consideration. The Board concurred with Mr. Nolan's recommendation.

#### **SOLICITOR'S REPORT – Andrew R. Freimuth, Esquire**

There was no Solicitor's report.

#### **OTHER BUSINESS**

It was noted by the Chairman that Mr. Haun would not be in attendance at the next meeting.

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

The meeting was adjourned at approximately 8:27 p.m.

Respectfully submitted,

Andrew R. Freimuth, Solicitor

William T. Evans, Secretary