

CHALFONT-NEW BRITAIN TOWNSHIP JOINT SEWAGE AUTHORITY

BOARD MEETING MINUTES

January 14, 2014

The semi-monthly meeting of the Chalfont-New Britain Township Joint Sewage Authority was held on Tuesday, January 14, 2014, in the Authority's meeting room.

Present: William Rissinger, Gustave Haun, William Evans, and Donald Cameron. Also present were Thomas Hauser, Superintendent; Joseph Bagley, Solicitor; John Schmidt, Executive Director; and Joseph Nolan, Engineer. Joseph Bonner was absent. Timothy Hagey arrived late.

Vice Chairman William Rissinger opened the meeting. The election of officers was deferred until Mr. Hagey arrived. Mr. Evans was requested to deliver the report of the Personnel Committee. The Board recessed into Executive Session at approximately 4:02 p.m. to discuss a personnel issue. The Board returned to its Regular Session at approximately 4:06 p.m.

MOTION: It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Cameron to adopt the recommendations of the Personnel Committee for compensation modifications for office staff and management. The motion was unanimously adopted.

ADOPTION OF MINUTES

MOTION: It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Haun to approve the meeting minutes of December 10, 2013. The motion was unanimously adopted.

REPORTS OF OFFICERS

There were no reports of Officers presented. Mr. Hagey entered the meeting.

BOARD REORGANIZATION

Pursuant to the By-Laws, the Solicitor called for nominations for the office of Chairman. Mr. Evans nominated Mr. Rissinger. Mr. Rissinger nominated Mr. Bonner. The Solicitor called for votes for the nomination of Mr. Rissinger for the office of Chairman. Two (2) members voted in favor. The Solicitor called for votes for the nomination of Mr. Bonner as Chairman. Three (3) members voted affirmatively with two (2) members not voting. Mr. Bonner was elected Chairman.

MOTION: It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Rissinger to elect all other officers to the same positions held in 2013. The motion was unanimously adopted.

MOTION: It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Rissinger to appoint members to the same committees in 2014 as served in 2013. The motion was unanimously adopted.

MOTION: It was **MOVED** by Mr. Evans and **SECONDED** by Mr. Haun to reappoint the same professionals as were appointed in 2013. The motion was unanimously adopted.

MOTION: It was **MOVED** by Mr. Evans and **SECONDED** by Mr. Haun to approve the schedule of meeting dates as distributed to the Board. The motion was unanimously adopted.

MOTION: It was **MOVED** by Mr. Evans and **SECONDED** by Mr. Haun to adopt the fee schedule distributed to the Board labeled “CNBTJSA Fee Schedule”. The motion was unanimously adopted.

EXECUTIVE DIRECTOR’S REPORT – John E. Schmidt

Mr. Schmidt reported that Ethics Commission forms had been distributed to the Board and were required to be filled out and submitted to the Authority.

Mr. Schmidt reported that \$270 had been donated to the Give-A-Christmas donation by private contributions of the Authority Board and staff.

Mr. Schmidt reported that Mr. Adam (Chuck) Vance was honored at the Authority Holiday Dinner for 40 years of service with the Authority.

Mr. Schmidt pointed out to the Board a letter from a resident which had been received by the Authority commending certain employees for work at a resident’s home in November.

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

Mr. Nolan presented two (2) Requisitions for approval to the Board. The first was Requisition No. 133 for Capital Expenditures in the amount of \$0.

MOTION: It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Evans to approve Requisition No. 133 for Capital Expenditures in the amount of \$0. The Motion was unanimously adopted.

Mr. Nolan next presented Requisition No. 176 for Capital Improvements in the amount of \$178,352.66 representing Phase II construction and Phase III design work.

MOTION: It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Haun to approve Requisition No. 176 for Capital Improvements in the amount of \$178,352.66. The Motion was unanimously adopted.

Mr. Nolan reported on General Contractor Estimate No. 15, which was previously approved in Requisition No. 176, in the amount of \$34,930.55. Mr. Nolan reported that to date, the General Contractor has completed approximately \$3,580,000 of its total \$3,777,000.00 contract.

Mr. Nolan reported on Electrical Contractor Estimate No. 9, which was previously approved in Requisition No. 176, in the amount of \$90,297.50. Mr. Nolan reported that the Electrical Contractor has to date completed approximately \$1.1 million of its \$1.65 million contract.

Mr. Nolan discussed the status of the two (2) contractors for the Phase II construction with the Board. Mr. Nolan will meet with C & T Associates.

SOLICITOR'S REPORT – Joseph Bagley, Esquire

Mr. Bagley presented proposed Resolution 2014-1 regarding the fixing of legal fee rates for collection of delinquencies and the fixing of interest rates for same which is done annually.

MOTION: It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Cameron to adopt Resolution No. 2014-1 regarding legal fees and interest rates for delinquencies. The Motion was unanimously adopted.

The Board recessed into Executive Session at approximately 4:30 p.m. to discuss pending litigation with DEP in the Commonwealth Court. The Board returned to its Regular Session at approximately 4:37 p.m.

MOTION: It was **MOVED** by Mr. Haun and **SECONDED** by Mr. Hagey to authorize the filing of a cross-appeal to DEP's appeal in the Commonwealth Court.

TREASURER'S REPORT – Gustave Haun, Treasurer

Mr. Haun presented the Total Operating Expenses for the month of \$224,745.60 and the previously-approved Requisition No. 176 in the amount of \$178,352.66, along with the payments under Fund 3 for the Univest loan in the amount of \$151,202.98, with total expenditures amounting to \$554,301.24 for the month. Mr. Haun recommended approval to pay the bills.

MOTION: It was **MOVED** by Mr. Cameron and **SECONDED** by Mr. Rissinger to pay the Total Expenditures for the month of \$554,301.24. The Motion was unanimously adopted.

Mr. Haun next recommended authorization for Escrow Disbursements to CKS Engineers as well as to the Authority.

MOTION: It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Evans to make the Escrow Disbursements as presented to the Board. The Motion was unanimously adopted.

OTHER BUSINESS

The Vice Chairman called for any other business to be presented to the Board. None was presented.

The Vice Chairman noted the next meeting of the Board is January 28, 2014.

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 4:45 p.m.

Respectfully submitted,

Joseph Bagley, Solicitor

William T. Evans, Secretary