

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

**BOARD MEETING MINUTES**

**September 23, 2014**

The semi-monthly meeting of the Chalfont-New Britain Township Joint Sewage Authority was held on Tuesday, September 23, 2014, in the Authority's meeting room.

**Present:** William Rissinger, Vice Chairman; Gustave Haun, Treasurer; and William Evans, Secretary. Joseph Bonner, Chairman; and Donald Cameron, Assistant Secretary were absent from the meeting. Mr. Hagey arrived while the meeting was in progress. Also present were Thomas Hauser, Superintendent; John Schmidt, Executive Director; and Joseph Nolan, P.E.; and Joseph Bagley, Solicitor. Also in attendance was John Ramey of Bee Bergvall & Company.

The Vice Chairman opened the meeting at approximately 4:02 p.m.

**PUBLIC COMMENT**

No members of the public were present.

**COMMITTEE REPORTS**

There were no Committee reports presented.

**SUPERINTENDENT'S REPORT – Thomas Hauser**

Mr. Hauser reported that Treatment Plant operations were normal for the month of August. The staff accommodated the electrical construction work ongoing as part of the Phase II Project.

Precipitation: 3.00 inches

Average Daily Flow: 2.49 MGD

Peak Day Flow: 3.16 MG

There was 98% removal of suspended solids, 99% removal of CBOD and 99% removal of ammonia. The removal of phosphorous was below limits.

Mr. Hagey joined the meeting at approximately 4:06 p.m.

In the collection system, Authority personnel raised manholes, sealed joints and laterals and located and marked leaks on Valley View Road. As it was reported at the last meeting, a portion of sewage flow was switched from Hatfield to the Authority.

In the plant, Aerator No. 1 was out of service because of a bad bearing. Parts were ordered for the final clarifier polymer unit. Authority personnel removed the graphic panel and chart recorders from the operations room and disconnected wiring. A mandatory demand response test event for PJM was conducted. There was work performed on a seized valve in the rectangular clarifiers. Authority employees also bored holes in the rectangular clarifier wall to make draining easier.

Mr. Rissinger asked a question about how the centrifuge is working. Mr. Hauser responded that it is running well. An outside consultant was brought in to help with the centrifuges with the in-house staff working with the consultant to perform work on the centrifuge. Mr. Rissinger noted that Mr. Schmidt and Mr. Hauser have done a commendable job with all the work they have to do integrating the Phase II Project into the Plant.

**AUDITOR – John Ramey**

Mr. John Ramey presented the 2014 Auditor’s Financial Analysis to the Board. Mr. Ramey discussed revenues, expenses and net income. He discussed a decrease in revenue due to a large payment of tapping fees in 2013 which was not reoccurring. He stated that the Authority currently has three (3) years of operating expenses available to it. The GAO recommends having on hand two (2) months of operating expenses.

Mr. Hagey, after hearing the report, recommended that the Authority raise rates slightly over time due to a trend observed in the Financial Analysis where operating expenses will eventually not be covered. Mr. Hagey noted that when the Board considers depreciation, the Authority is \$214,000 short on operating revenue. The matter is being referred to the Finance Committee for discussion.

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

The Board recessed into Executive Session at approximately 4:30 p.m. to discuss potential litigation. The Board returned to its Regular Session at approximately 4:44 p.m.

**MOTION:** It was **MOVED** by Mr. Hagey and **SECONDED** by Mr. Evans to approve a refund for 10 EDUs to the appropriate owners or former owners of 1700 Horizon Drive, Lot 5 based upon prior representations of the Authority in writing, at the price of \$1,500 per EDU, contingent on the Solicitor’s review of documents to identify the appropriate payees; also contingent on the owners indemnifying and holding the Authority harmless from any and all claims by their prior partner William Kahan and his successors and assigns. The Motion was unanimously adopted.

Mr. Schmidt stated that the Authority would be receiving health insurance rates from Aetna by October 1. A Personnel Committee meeting will be scheduled in the third week of October. It was also reported that beginning January 1, 2015, Aetna will no longer be writing Medicare insurance for small groups. Aetna has removed itself from the market.

The Committee will set a date for the Personnel Committee meeting on the 14th of October.

\*\*\*\*\*

The first meeting in November is on a Monday, November 10.

\*\*\*\*\*

Also, Mr. Schmidt reminded the Board that a meeting was currently scheduled for December 23.

Mr. Schmidt inquired whether there are any revisions to the minutes for September 9. No suggested changes were made.

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

Mr. Nolan reported on the status of the Phase II Project. As projected, startup of several systems occurred today. The channel monster and the third utility water pump were started. The automatic gate actuator was not started as planned. Startup is delayed pending arrival of a manufacturer’s representative for the gate actuator on Thursday, September 25. The new pump station controls are operational, but the redundancy built into the system is not yet operational.

Temporary wiring has been removed by Thomas Controls. All of the electrical work is substantially complete while the punch list items are not yet completed. Thomas Controls has also performed all work it needs to perform for the General Contractor to finish its work.

Mr. Nolan expects to have outstanding change orders ready for approval at the next meeting of the Board.

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

Mr. Bagley had nothing to report.

**OTHER BUSINESS**

The Vice Chairman inquired whether there were any items for the October 14 agenda. No suggestions were made.

**ADJOURNMENT**

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

The meeting was adjourned at approximately 4:55 p.m.

Respectfully submitted,

Joseph Bagley, Solicitor  
and Recording Secretary